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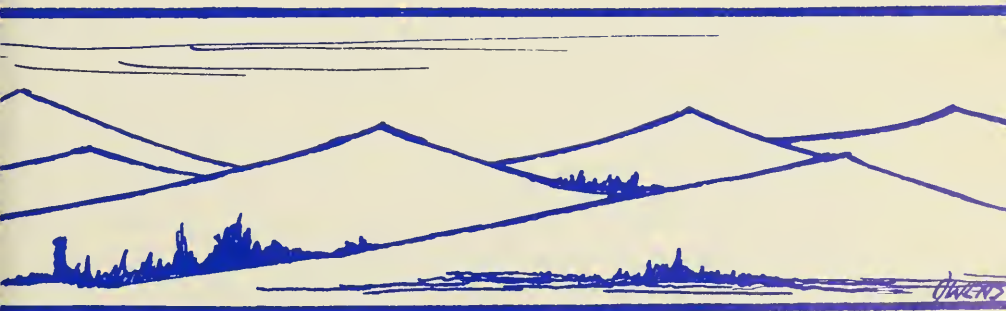
FOR REFERENCE

TO BE TAKEN FROM

N 012



NORTH GEORGIA COLLEGE



Where to Address Correspondence

- To the Office of the President on matters of general policy.
- To the Office of the Dean concerning scholastic progress, the various educational programs, change of course, etc.
- To the Commandant on all matters pertaining to the over-all military program, general welfare of cadets, Corps regulations including leaves of absence and cadet unit and dormitory assignments.
- To the Dean of Women on all activities pertaining to young ladies.
- To the Professor of Military Science on questions regarding military programs and R.O.T.C. matters.
- To the Director of Admissions about admission to the College, requests for catalogs, application blanks, and other information.
- To the Comptroller on matters related to the business interests of the College, payment of bills, etc.
- To the Director of Student Aid on matters pertaining to loans, scholarships, on-campus work, etc.

How to Contact a Cadet or Co-Ed by Telephone

A Cadet may normally be reached at his residence by telephone (see below telephone numbers of residence halls). A Cadet may always be reached through the Commandant's Office, which has someone on duty twenty-four hours a day when the college is in session.

A Co-Ed may be reached at her residence telephone or through the Office of the Dean of Women.

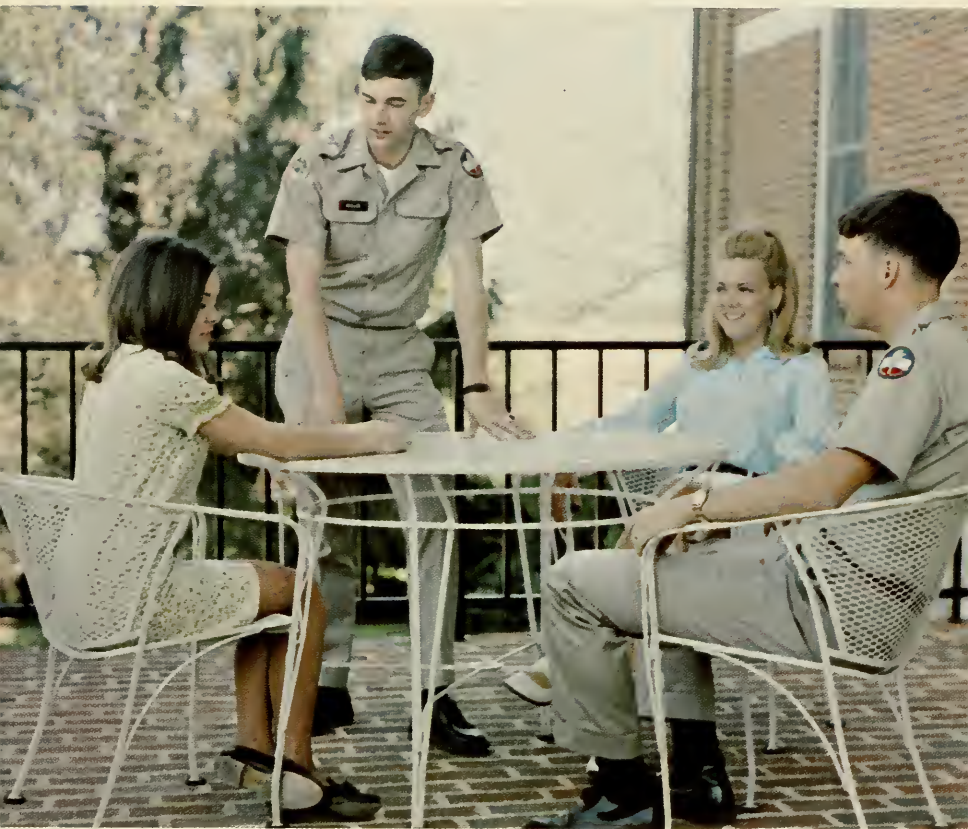
Commandant's Office, 864-3392

Barnes Hall	864-9903
Barnes Hall	864-9931
Sirmons Hall	864-9908
Sirmons Hall	864-9993
Sirmons Hall	864-9942

Dean of Women's Office, 864-3391, Ext. 59

Lewis Hall	864-9905
Lewis Hall	864-9958
Lewis Annex	864-9910
Lewis Annex	864-9952
Sanford Hall	864-9904
Sanford Hall	864-9911

NORTH GEORGIA COLLEGE



NINETY-FIFTH ISSUE

SERIES 36

JULY, 1969

NO. 3

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by North Georgia College

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CALENDAR 1969-70

FALL QUARTER, 1969

September 20	Faculty Meeting
September 21	Dormitories Open
September 22-25	Freshman Orientation
September 24	Sophomores and Upperclassmen Report
September 25	Registration
September 26	Classwork Begins
October 9	Father Ian & Caroline Mitchell Concert
October 21	Faculty Meeting
October 31	Mid-term Grade Period Ends
November 26-30	Thanksgiving Recess
December 16-19	Fall Quarter Examinations
December 19	Christmas Vacation Begins

WINTER QUARTER, 1970

January 5	Registration for Winter Quarter
January 6	Classwork Begins
January 12-15	Spiritual Emphasis Week
February 6	Mid-term Grade Period Ends
February 10	Faculty Meeting
February 11	Constitution Examinations
March 4	The London Gabriettli Brass Ensemble Performance
March 17-20	Winter Quarter Examinations
March 20-24	Spring Recess

SPRING QUARTER, 1970

March 25	Registration for Spring Quarter
March 26	Classwork Begins
April 2	National Opera Company Performance
April 21	Faculty Meeting
May 1	Mid-term Grade Period Ends
May 15	Honors Day
May 17	Parents-Alumni Day
May 28	Senior Awards Night
May 31	Commencement
June 1-5	Spring Quarter Examinations

SUMMER QUARTER, 1970

June 9-10	Freshman Orientation
June 11	Registration for Summer Quarter
June 12	Classwork Begins
July 4-6	Independence Day Recess
August 17-20	Summer Quarter Examinations
August 20	Summer Recess Begins

FALL QUARTER, 1970

September 20	Fall Quarter Freshman Orientation Begins
September 24	Registration

1969

OCTOBER							NOVEMBER							DECEMBER						
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							30													

1970

OCTOBER							NOVEMBER							DECEMBER						
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INFORMATION FOR PROSPECTIVE STUDENTS

This section represents a capsule of information about North Georgia College for ready reference and the complete information on regulations governing admissions. Expanded and detailed information of these and other areas will be found in other sections of this catalogue.

Location

North Georgia College is located in Dahlonega on the site of the original U.S. Government Gold Mint. Dahlonega, a town of about 3,000 people, is nestled in the foothills of the Blue Ridge Mountains—only 70 miles north (1½ hours) from Atlanta via U.S. 19 or I-85 and Georgia 60 through Gainesville.

History

North Georgia College was founded in 1873 as a liberal arts college for men and women. From the beginning its program has included the instruction of military science. The college currently holds the classification of Military College as a result of its meeting the demanding set of requirements specified by the Department of the Army. North Georgia College is one of the senior colleges of the University System of Georgia and has been a state-supported institution from its beginning.

Size

The student enrollment at North Georgia College is approximately 1200; thus North Georgia approaches a medium-size college. The college is small enough so that there is still close personal attention to the individual by the faculty and that the students, primarily resident, may participate in the whole campus life. Yet, the college is large enough to provide an accurate cross-section of society in the state and nation. Being a state school, the majority of students graduated from Georgia high schools but others have attended high schools across the nation and around the world.

Academic Program

North Georgia College offers a varied program of studies leading to the A.B. or B.S. Degrees. Prior to specializing for the A.B. or B.S. Degree, North Georgia provides a two-year basic

curriculum in liberal arts. This generalized program includes mathematics, English, history, social sciences, modern language, sciences, and physical education.

A major field of concentration may then be selected from the following areas:

Biology	Junior High Education
*Business Administration	Mathematics
Chemistry	Physical Education
Elementary Education	Physics
English	Political Science
French	Psychology
History	**Secondary Education
Home Economics	Sociology

Pre-professional training for medicine, medical records, radiology, dentistry, dental hygiene, law, and other professions is offered.

*Concentrations in accounting, economics, management, and secretarial studies.

**Teaching fields in Biology, Business Education, Chemistry, English, French, History, Mathematics, Physics, Political Science, and Sociology.

Essentially Military

North Georgia College is one of the few military colleges in the United States. This highest rating by the Department of the Army enables Distinguished Military Students to apply for regular Army commissions as Second Lieutenants. Cadets who successfully complete the four-year program and do not apply for a regular commission, or who do not graduate with the distinguished military rating, are commissioned as Second Lieutenants in the U.S. Army Reserve.

North Georgia College requires all male students to participate in the R.O.T.C. Program. After completing the two-year basic course, qualified men apply for admission to the advanced program. Students accepted for the advanced program are placed on contract and are paid a subsistence and uniform allowance, attend a six-weeks summer camp between the Junior and Senior year and are commissioned upon graduation. Non-contract Cadets take the advanced program and receive college credit but are not

commissioned upon graduation. All Cadets wear the uniform and live under Cadet Corps regulations at all times.

The military program includes study of the role and structure of the Army, military history, map reading, weapons, communications, leadership, tactics, command and staff functions, and the obligations and responsibilities of an officer. Classroom instruction is supplemented by military drill, practical problems, and field demonstrations. The program is designed not only to familiarize the cadet and future officer with the latest organization and tactics but to stimulate his best constructive and objective thinking toward today's rapidly changing military concepts.

Basic Costs

The following charges are made each quarter:

Matriculation	\$105.00
Health	12.00
Activity	15.00
Board	144.00
Room	90.00

Total costs each quarter	\$366.00
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A \$10.00 application fee, non-refundable, is charged students applying to the college for the first time. A \$25.00 reservation-breakage deposit will be required upon acceptance. Non-residents of Georgia add \$135 each quarter.

A charge for military uniforms for freshman men of \$240.00 is made at the beginning of the first quarter.

Financial Aid

All current Federal Programs are available to students, including the National Defense Student Loans, Educational Opportunity Grants, and the College Work-Study Program. The Regents' Scholarships, Teachers' Scholarships, the R.O.T.C. Scholarships and varied college loan funds are available.

A student desiring financial assistance should submit an application for aid to the Director of Student Aid after acceptance to North Georgia College. He should also submit the Parents' Confidential Statement to the College Scholarship Service, Princeton, New Jersey, since financial aid is based on the need of the individual.

REGULATIONS GOVERNING ADMISSION TO NORTH GEORGIA COLLEGE

A person who wishes to enroll as a student at North Georgia College should file the application form included in this catalog or a similar application form secured from the Director of Admissions of the institution. This form should be completed and sent to the college at least twenty (20) days prior to the beginning of the quarter for which the application is made.

Upon receipt of this application the Director of Admissions will forward to the applicant a Personal Information Form, a Medical Report Form, and a High School Transcript Request which are to be completed and returned. The applicant is also required to complete the Scholastic Aptitude Tests (SAT) given by the College Entrance Examination Board and have his test scores sent to the college. Information regarding this test may be secured from high school counselors, any unit of the University System of Georgia, or from the College Entrance Examination Board, Post Office Box 592, Princeton, New Jersey. The applicant should take the transcript request to his high school counselor for completion. Students transferring from other colleges or universities should arrange with the Registrars to forward transcripts of credit earned.

An application for admission to the college will be considered when all of the information described above has been assembled.

The college reserves the right to refuse to accept applicants when it appears that the number of students already accepted will fill the college to its capacity.

Requirements and Conditions to be Met by Applicant

1. The applicant must be at least sixteen years old on or before the registration date. He must be of good moral character.
2. The applicant must show that he meets at least one of the following conditions:
 - (a) That he is a graduate of an accredited high school or a high school that is approved by the college and that he has completed the work specified in Section 3 below.
 - (b) That he has passed satisfactory entrance examinations prescribed by the college.

APPLICATION FOR ADMISSION

to

NORTH GEORGIA COLLEGE

Instructions

Application for admission to North Georgia College should be made on the following blank and must be submitted at least twenty days prior to the date of registration.

A fee of \$10.00 is charged students making application to the college for the first time. This fee is non-refundable and does not apply toward matriculation fees.

If a request for a given roommate is to be made, it can be indicated on this form, or such a request may be made in writing at any time prior to the time the room assignments are completed. If this is done, the request for a roommate can frequently be honored, but assignment to any particular dormitory cannot be assured. In all instances the Dean of Women or Commandant will give the best assignment available.

APPLICATION FOR ADMISSION

Date _____ 19 _____

I apply for admission to North Georgia College and enclose application fee of \$10.00. (Make checks or money orders payable to North Georgia College.)

Name of Student: (Please Print)

Mr., Miss, Mrs. _____
(Last) (First) (Middle)

Address of Student _____

(City) (State) (Zip Code)

Birth Date of Student _____ Social Security Number _____

Name of Parent or Guardian _____

Address (if different from Student) _____

When do you plan to enter? Quarter _____ Year _____

Have you applied to North Georgia College before? _____

High School last attended _____

High School address _____

Grade completed _____ Graduation date _____

Colleges attended _____

Academic Status: In Good Standing () Other ()

If "Other", please explain _____

Do you plan to work toward a degree? Yes _____ No _____

If "No", please explain _____

Do you want to room in a dormitory? _____ Commute? _____

If you wish to live in a dormitory and have a preference as to roommate, please give this person's

NAME _____

ADDRESS _____

Room assignments for men will be made on a Military Company basis. If you have a preference, please indicate Company A, B, C, D, E, F, G, or Band by circling your choice.

3. The required minimum of sixteen units of high school work must have included:

Specific Requirements:

- (a) English 4
 Algebra and/or Geometry 2
 Social Studies 2
 Science 2
- (b) In addition to the ten (10) units specifically required above, an additional four (4) units must be successfully completed within one or more of the following fields: English, Mathematics, Social Studies, Science, Foreign Languages.
- (c) Two additional units from any field may be presented to bring the total up to the required minimum of sixteen (16) high school units.

The College reserves the right to refuse to accept any or all of the credits from any high school or other institution, notwithstanding its accredited status, when the College determines through investigation or otherwise that the quality of instruction at such high school or other institution is for any reason deficient or unsatisfactory. The judgment of the College on this question shall be final.

Students who have been unable to schedule required courses should write to the Director of Admissions for information on ways of making up credit deficiencies.

4. The applicant must be in good physical condition, determined as a result of the physical examination administered by the applicant's family physician. The report of the physical examination is submitted on forms supplied by the Director of Admissions.
5. A \$10.00 application fee is charged students applying to the college for the first time. This fee is not refundable and does not apply toward other college fees. After a student is accepted for admission to the college, he is asked to make a reservation-breakage deposit of \$25.00. No additional deposit is required of students housed in college dormitories. For students entering the college in the Summer or Fall Quarters the deposit is due by May 1st. If the acceptance occurs after May 1st, the deposit is due at the time of acceptance. If an accepted student decides to cancel his reservation, the deposit is refunded upon request, provided the notification of cancellation is received 20 days prior to the date of registration for the

Summer, Winter, or Spring Quarters, or by July 1st prior to the beginning of the Fall Quarter.

Institutional Policies on Admissions

When an application has been completed the Director of Admissions will consider the following: the College Entrance Examination Board Scholastic Aptitude Test scores, the high school transcript, the personal information submitted, and the report of a medical examination.

The applicant must have a predicted grade point average which indicates he is capable of carrying out effectively the program of the college. The predicted academic average is based on his high school record and SAT scores.

An evaluation of the application is made on the basis of the information submitted. In some instances the applicant may be requested to come to Dahlonega for an interview and testing with the Admissions Committee. The Director of Admissions will notify the applicant of the time and place at which the interview will be conducted, if an interview is desired.

Transfer Students

An applicant who has attended other colleges and has maintained an academic average of "C" or better, and who has a clear conduct record may be considered for admittance as a transfer student and receive advanced standing.

All regulations applicable to students entering college for the first time shall be applicable to students transferring from other colleges, insofar as the regulations are pertinent to the applications of transfer students.

A transferring student should ask the registrar of colleges which he has previously attended to send transcripts of college credit to the Director of Admissions, North Georgia College. The applicant's academic qualifications for admission will ordinarily be based on these college transcripts; however, the Director of Admissions may secure high school transcripts to use in the evaluation.

Even though the institution that the student last attended is an accredited institution, the Admissions Officer of North Georgia College may reject the application, or all or any part of previously earned credits, if there is reason to believe that the quality of the educational program of the institution that the applicant last attended is considered unsatisfactory. The judgment of the admissions officer on this question shall be final.

An applicant will not be considered for admission unless the transcript shows honorable discharge from the college last attended or unless the officials of the institution last attended recommend the applicant's admission.

Work undertaken at another institution by a student under academic suspension cannot be transferred at a later date for credit toward a degree at North Georgia College.

A student transferring from another college must show that at some time he has taken the College Entrance Board's Scholastic Aptitude Test or that he has taken some other equivalent test approved by the college. Scores on such tests must be submitted to the college.

Transfer students entering North Georgia College shall be subject to the following college policies:

- (a) The amount of academic credit that the College will allow for work done in another institution within a given period of time may not exceed the normal amount of credit that could have been earned at the College during that time.
- (b) The total number of hours that may be earned toward a degree by either extension or correspondence courses shall not exceed 40 quarter hours.

Transient Students

A student who has taken work in a college or university may apply for the privilege of temporary registration in North Georgia College. Such a student will ordinarily be one who expects to return to the college or university in which he was previously enrolled.

The following policies shall govern the admission of students on a transient status:

1. The admissions officer must have evidence that the institution that the student previously attended was an accredited or approved institution.
2. An applicant will be accepted as a transient student when it appears that the applicant's previous academic work is of a satisfactory quality. The Director of Admissions may require the applicant to submit a transcript of his previous college work.
3. An applicant for admission as a transient student must present a statement from the dean or registrar of the institution that he last attended recommending his ad-

mission as a transient student. Students on academic probation or suspension or on disciplinary suspension will not be admitted.

Program for High School Seniors

During the Summer Quarter the college operates a program for high school students who have completed eleven grades of study with a B or better average and high class rank. A student entering the program may take any course normally open to college freshmen. Credit earned in successfully completed courses is classified as "Deferred Credit," which means that a record is kept of the work done, and when the student notifies the college of his high school graduation, the credit is released and is the same as any other college credit.

Auditors

Regularly enrolled North Georgia College students may register for courses as auditors. No academic credit shall be awarded to students enrolled on this basis. No student may register to audit more than five (5) hours of course work per quarter.

Re-entrance of Students

Students who have previously enrolled at North Georgia College but have discontinued their enrollment for any reason must submit an application to re-enter. Such students will not be required to re-submit all records required of new students, but must submit an application and deposit to the Director of Admissions at least twenty days prior to the registration date for the quarter they propose to re-enter. They will be formally notified of the decision on the application for readmission.

Special Students

Irregular students and special students and all other students of classifications not covered in these policies shall be required to meet all requirements prescribed for admission to undergraduate study and to meet any additional requirements that may be prescribed by the institution. Special students are not considered to be degree candidates.

Advanced Placement

North Georgia College has an advanced placement program which provides an opportunity for the qualified beginning student to obtain credit for certain basic courses. The granting of advanced placement is based on CEEB Advanced Placement Tests and departmental approval or examination. Inquiries should be addressed to the Director of Admissions.

GENERAL INFORMATION

Location

North Georgia College is located at Dahlonega (Cherokee Indian word for "yellow earth") in the center of Georgia's gold area. It is twenty miles from Gainesville, which is on the main line of the Southern Railroad; it is seventy miles from Atlanta—about an hour and a half—reached by U.S. 19 through Roswell and Cumming or I-85 and Ga. 60 through Gainesville. Its elevation of 1,500 feet at the very foot of the Blue Ridge Mountains provides an unusually good environment for both physical and academic activities.

Historical Background

North Georgia College, founded in 1873, owes its origin to the Act of Congress of July 2, 1862, entitled "An Act donating public lands to the several states and territories which may provide colleges for the benefit of agriculture and mechanic arts." The act contemplated the "endowment, support and maintenance of at least one college in each state where the leading object will be, without excluding other scientific and classical studies, and including military tactics, to teach such branches of learning as are related to agriculture and mechanic arts in such manner as the legislatures of the states may respectively prescribe, in order to promote the liberal and practical education of the industrial classes."

Although North Georgia College no longer offers agricultural courses, it has otherwise remained true to the general vision of its founders. A small annual income from the sale of public lands is still received by the college.

General Purpose

The principal purpose of North Georgia College is to provide an appropriate liberal arts and scientific educational program for all its students, while developing in its young men, through a sound military program, the competencies needed for successful military careers. It further recognizes that the vocational and professional needs of its students are best served on the senior-college level through specialized programs of study built upon or around a well-developed general education program.

Specific Purposes

1. To develop intelligent citizens of sound judgment with an understanding and appreciation of state and national goals and the qualifications for leadership.

2. To stimulate the intellectual curiosity of students and encourage their scholarly development.

3. To develop in students an appreciation of the good life and to encourage the development of their moral, social, and aesthetic characteristics.

4. To provide for students a program of physical education adequate for the development of sound bodies and the spirit of sportsmanship.

5. To provide for students with no specifically expressed vocational or professional goals a comprehensive educational program for cultural development in a liberal arts orientation.

6. To provide undergraduate training in various fields to encourage and enable students of appropriate potential to succeed in graduate study.

7. To provide sound semi-professional programs for developing men and women with the capacity to satisfy their material needs through gainful employment and professional training in selected areas for capable students interested in these areas of specialization.

8. To provide for men a well-balanced academic and military program designed to develop the qualities and attributes essential to progressive and continued development in civilian roles, and as officers in all branches of the **United States Army**.

The College Year

In order to make its facilities available as much of the year as possible, North Georgia College operates on the four-quarter system, the summer quarter differing from the others only in the nature of the work offered, taking into account the needs of teachers in service and others who need specialized work. Summer school information is available in April. Freshmen may enter any quarter. Almost all required freshman and sophomore subjects are offered every quarter.

University System of Georgia

All state-supported institutions of higher learning in Georgia were combined into the greater University System of Georgia by legislative enactment at the regular session of the General Assembly in 1931. Under the articles of the Act all existent boards of trustees were abolished and control of the System was vested in a board of regents with all the powers and rights of the former governing boards of the several institutions. Control of the System by the Board of Regents became effective January 1, 1932.

On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System by passing a resolution which reads in part as follows: "The North Georgia College at Dahlonega shall be continued as a college of arts and sciences at the bachelor's level and as the one institution in the Georgia System distinguished by its essentially military organization for men."

North Georgia College, as a senior member of the University System of Georgia, offers a varied program of studies leading to the A.B. and B.S. degrees. It is a fully accredited member of the Association of American Colleges, the Association of Military Colleges and Schools, the Southern Association of Colleges, and the Association of Georgia Colleges. Its work in the field of education is recognized and accredited by the Georgia State Department of Education. The quality of the training offered in all departments has long enjoyed national recognition. A significant number of its graduates attend academic graduate and professional schools; just as significantly, perhaps, is the fact that all its military graduates, as they move into active service, go to military graduate schools, where they maintain a constantly enviable record.

Co-Education

From its founding North Georgia College has been co-educational. Its women are not, of course, involved in any way in the military program, but an expanded curriculum provides for their needs in a special way, so that their time is almost as fully employed as that of the men.

Military Policy And Training

From the time of its founding in 1873 North Georgia College has been a Military College dedicated to these propositions:

a. The freedoms and security which each of us as citizens of the United States enjoys can continue only so long as our country remains secure and prosperous.

b. With the rights and privileges of citizenship each individual assumes certain responsibilities. Among these is an obligation to serve in the defense of the United States.

c. Our national security demands the support of a strong, dedicated military establishment which, in turn, requires a continuing source of officers who have the intellectual, moral and physical attributes to perform effectively and successfully in a wide variety of leadership, management and administrative positions.

North Georgia College enjoys the distinction of being one of the few senior institutions in America holding the Department of the Army designation of Military College. This status enables a substantial percentage of each year's graduating class to earn the title of Distinguished Military Graduate and be tendered a commission in the Regular Army.

All male students who pass the required college physical examinations must take the Military Science courses prescribed by the Department of the Army for the Senior Division R.O.T.C. Program. Recognition is given for successful completion of Junior R.O.T.C. work and summer camp attendance for R.O.T.C. credits.

After completion of the first two years of the R.O.T.C. Program (Basic Course), qualified students are offered a contract with the Department of the Army while taking the next two years (Advanced Course). Contract students work toward an Army Commission upon graduation and contract status entitles them to a monthly subsistence allowance and an annual uniform allowance. Those students not qualified for a contract must take the advanced course for college credit but will not receive an allowance or a commission.

Transfer Students and R.O.T.C.

Juniors transferring from Colleges or Universities which do not offer an R.O.T.C. Program will receive credit for freshman (MS-I) and sophomore (MS-II) military science provided they successfully complete the six-week camp conducted by the Department of the Army for this purpose.

Those who transfer to North Georgia College with Senior Class rank without credit in Basic Military Science may be excused from R.O.T.C. classroom work.

Prior-Service Personnel Program

Students with prior military service are admitted as regular students, provided the regular admission requirements are fulfilled. Special care is taken to assign a study schedule which they may carry with greatest success.

Those who have not had the opportunity to meet the specific entrance requirements but who, by virtue of experience and maturity, may be able to profit by college life may be admitted as Special Students.

Prior Military Service students with a minimum of twelve months of active duty in the armed services and an honorable discharge, upon written request at the beginning of a college year or at the time of their enrollment, may be excused from R.O.T.C. classroom instruction. However, all prior-service personnel now entering, except those specifically excused by the college, together with all other R.O.T.C. students, are assigned to a rifle company or the band and are required to participate in the ceremonies, formations, and activities of the Corps, to include required drill. Students who drill but do not attend R.O.T.C. classes in Military Science are given one quarter hour of college credit per quarter.

Health Service

Every measure is taken to insure good student health. The College provides for its dormitory students the services of a physician and full-time registered nurses for cases of usual or minor illness. This service includes necessary ambulance service for recumbent patients to the hospital within the state designated by the college physician. The College assumes no responsibility,

however, for injuries received in voluntary or required activities, and neither does it assume responsibility for the cost of prescriptions, of necessary special nurses, for consultation and hospital expense in the more serious cases of illness and accident, nor for special X-ray work or surgery of any kind.

Students not living in College dormitories do not qualify for infirmary service.

Physical Examination

Before a student is admitted to North Georgia College he must take a physical examination. The family physician will make a report on a form supplied by the college.

As a precaution, students will be given such vaccinations and chest X-rays as authorized by the college physician.

Physical Education and Athletics

The college considers physical fitness so vital to a completely satisfactory college life that provisions are made to include the maximum number of students in the maximum number of activities throughout the entire year. First of all, the R.O.T.C. program demands constant physical activity. There is a modest program of inter-collegiate sports. The company competition in a wide spectrum of sports is very keen, and the college prides itself on having a preponderant proportion of the student body constantly engaged in some vital physical activity.

All freshman and sophomore men and women take regular work in physical education; this work is supplemented for the women by competitive sports, such as archery, tennis, table tennis, shuffleboard, basketball, softball, volleyball, and hockey. This program calls for two scheduled periods a week. The work is conducted by the Head of the Department of Physical Education and his assistants.

General Assembly

Assembly is held when called by the Dean. Attendance is required. When assembly meetings are called, they are by their nature important, whether for getting information to the entire student body or providing an unusual opportunity for cultural or entertainment programs.

Social Life

The organization of the men into military companies and the presence of young ladies make a broad and effective social life possible. Many clubs and organizations of a social and professional nature provide opportunity for even more diverse social activity.

The administration of social policies rests with the Dean of the College, the Commandant of Cadets, and the Dean of Women.

A special social committee, composed of faculty members and students, plans the frequent informal social gatherings. The traditional formal affairs are the gala events which the students remember as the highlights of the year.

The Student Center

The new Student Center Building, completed in 1969, will provide a varied program for the students at North Georgia College. The building will house areas designed for many different kinds of activities. A little theatre, housed in one wing of the building, offers an outstanding theatrical facility for drama, music, and public affairs. A new cafeteria and canteen complex will provide feeding and snack facilities. The activity area, which contains a bowling alley, billiard tables, and other activity areas will be available to students. Offices for the campus publications and the Student Council and meeting areas for other campus organizations will be provided. The lounge areas and T.V. room provide ample space for leisure and social activities.

This facility is supervised by the Director of the Student Center, working under the direction of the Faculty Committee on Student Activities. All student activities are planned and supervised by the Programs Committee, composed of select students and faculty members working with the Director of the Student Center.

Church Services

As a part of its long tradition, the college continues to take the position that all students should continue their identification with the church of their choice as a vital facet of the total educational experience. To that end, attendance is expected of all resident students.

Students also have the opportunity to participate in such

organizations as the NGC Student Christian Union, the Baptist Student Union, the Newman Club, the Wesley Foundation, and the Westminster Fellowship which are supported by the local churches, both Protestant and Catholic.

Every year a special week is designated as Spiritual Emphasis Week during which time all activities of the college focus on revitalizing the spirit of man and underlining the true nature of what is meant by a sound and well-rounded education.

COLLEGE EXPENSES

North Georgia College, one of the senior units of the University System, furnishes four years of college training at the lowest possible cost. There is no charge for tuition; matriculation, activity, and health fees are quite nominal. The college dining hall furnishes balanced and nourishing meals.

Personal expenses for both men and women may be kept as low as the individual students and parents wish; every condition favors economy.

Board, room rent, and fees are due and payable each quarter at registration. Any deviation from this plan of payment must be by special arrangement with the Comptroller. Books, uniforms, and gym clothing must be paid for at the time they are issued, which is usually prior to or immediately following registrations. Checks and money orders should be made payable to North Georgia College.

Following is a complete table of all costs at North Georgia College. This has been prepared in such a manner that the average student can immediately determine his total costs. Special cases, such as out-of-state students, may find their costs by reading the detailed description of each charge which follows the general tabulation.

ALL FEES, BOARD, ROOM RENT, AND OTHER CHARGES ARE SUBJECT TO CHANGE AT THE END OF ANY QUARTER.

SUMMARY OF COSTS

1969-70

Regular Quarterly Costs		Due Dates	
Matriculation Fee	\$105.00	Fall Quarter	Spring Quarter
Health Fee	12.00	Costs Due	Costs Due
Activity Fee	15.00	Sept. 21, 1969	March 25, 1970
Board	144.00		
Room	90.00	Winter Quarter	Summer Quarter
		Costs Due	Costs Due
	\$366.00	Jan. 5, 1970	June 11, 1970

An application fee of \$10.00 is required of all students with application for admission.

A breakage deposit of \$25.00 is required of all students upon acceptance for admission.

Other Costs (include sales tax):

Military Uniforms (Freshman Men)	\$255.00
Gymnasium Uniform (Freshman Women)	8.25
Swimming Pool Suit (Freshman Women)	5.15
Books and School Supplies, \$30.00 to \$35.00 per quarter average. Personal expenses vary widely, but can be held as low as desired.	

Special Charges	Amount	When Due
Out-of-State Fee	\$135.00	Each Quarter
Graduation Fee	7.50	May 1 of graduation year
Transcript Fee	1.00	Each copy over one
Special Make-up		
Examination Fee	2.00	Each as taken
Late Registration Fee	3.00	First day and \$1 each for the second and third days

Explanatory Notes**Note No. 1**

For some years now, North Georgia College has offered its patrons a special monthly payment plan for college fees, board, and room. This has proven quite helpful for many of our parents. In order to meet requirements of the Board of Regents that all expenses be pre-paid, our monthly payment plan will begin on July 15 for the Fall Quarter. In this way expenses will be completely pre-paid at the beginning of each scholastic quarter.

	Date	Georgia Resident	Out-of-State Resident
FALL	July 15	\$122.00	\$167.00
FALL	August 15	122.00	167.00
FALL	September 15	122.00	167.00
WINTER	October 15	122.00	167.00
WINTER	November 15	122.00	167.00
WINTER	December 15	122.00	167.00
SPRING	January 15	122.00	167.00
SPRING	February 15	122.00	167.00
SPRING	March 15	122.00	167.00
SUMMER	April 15	122.00	167.00
SUMMER	May 15	122.00	167.00
SUMMER	June 11	122.00	167.00

Note No. 2

Military and gymnasium uniforms, books, and supplies must be paid for at the time of issue.

Note No. 3

Students and parents are expected to take notice of due dates on all payments and pay promptly and without further notice or request. Students who wish to pay monthly must start such payments in advance of registration so that three payments will have been made prior to registration.

Matriculation, Health, Activity Fees

All students pay the established Matriculation and Activity Fees, and all dormitory students pay the Health Fee. These fees cover all laboratory and other general fees of the college. Each student is entitled to admission to all college programs, including concerts, week-end movies, dramatic productions, and all athletic events.

Board and Room

Board, room rent, and fees must be paid in advance at the beginning of each quarter or by a special monthly plan which is explained in Note No. 1 of the General Cost Summary. By order of the Board of Regents, open accounts cannot be carried. Board charge covers meals in the Dining Hall only. No meals are furnished during college holidays. All dormitory students will take meals in the college dining hall.

Cost of Books

The estimated cost shown for books is based upon the average experience. Cost of books after the initial purchase may be considerably reduced should the student wish to sell his used texts. These generally bring about two-thirds of the original price. Used books should not be purchased without first checking prices and editions in the bookstore.

Special Fees

Since North Georgia College is a tax-supported institution, a special fee is charged to out-of-state students. (See Regulations, Pages 28-30).

The Graduation Fee is paid 30 days prior to graduation and is required of all graduates.

One transcript of college credits will be furnished without

charge. A Transcript Fee of one dollar will be charged for any additional copy.

Certain penalty fees are necessary and are assessed for late registration, and special examinations. Details of these conditions will be found on Page 22 under the heading "Special Charges."

Breakage Deposit

A breakage deposit of \$25.00 is required of all students attending North Georgia College. This deposit acts as a reservation deposit for succeeding quarters. For students entering the college in the Summer or Fall Quarter, this deposit is due by May 1. If a student is accepted for admission after May 1, the deposit is due at the time of acceptance.

Should attendance become impossible the reservation-breakage deposit will be refunded to returning students provided notification of cancellation is received by July 1 for the Fall Quarter or before leaving school at the end of any quarter while in attendance. Regulations prohibit refund of Breakage Deposit when entering student withdraws during the first quarter of attendance.

Each student is responsible for his own room and its furnishings and also for all other items of college property such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptroller's Office. The breakage deposit is paid at the time of the student's application to North Georgia College and is held throughout the student's enrollment period. The deposit is subject to reduction for unpaid charges and is returnable upon regular withdrawal or graduation. In case of irregular withdrawal, the deposit is forfeited.

Refunds

Formal withdrawal must begin with a written approval from the Commandant or Dean of Women. At the time this approval is granted, specific instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal with forfeiture of the reservation-breakage deposit.

In the case of formal withdrawal, refund of Matriculation Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled

registration date, a refund of 80% of the Matriculation Fee paid for that quarter;

- (2) Between one and two weeks, 60%;
- (3) Between two and three weeks, 40%;
- (4) Between three and four weeks, 20%;
- (5) After four weeks, no refund.

No refund can be made on Activity or Health fees.

In case of withdrawal, refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds in excess of \$25.00 are sent directly to parents or applied as credits to the student's account. Exceptions to this rule may be made in cases of students over 21 years of age paying their own expenses.

Boarding Student Defined

All students will be considered as boarding students except those who live in the home of parents or other close relatives or who are married and live with husband or wife. All boarding students will be required to live in the college dormitories and take their meals in the college dining hall.

Government Allowances

All students meeting Department of the Army requirements and enrolled in military science classes at North Georgia College receive cash allowances to apply against purchase of the required uniform. This allowance is received directly from the Federal Government, and the amount is determined each year by the Department of the Army.

Advanced-course students now receive a monetary allowance of approximately \$50 per month in lieu of subsistence. This, together with uniform allowances, plus full-degree credit, makes advanced military science an attractive proposition. The uniform allowances for the full four years are usually sufficient to pay for the entire college uniform but are not available for initial purchases of basic uniforms.

Final settlement on uniform allowances cannot be made prior

to the date a student withdraws from college; however, earned allowances are credited to the student's account and are available for purchase of additional uniform. All men are required to deposit the full amount necessary for uniforms and not depend on the uniform allowance for articles of basic uniform needs. Not only is this wise from the standpoint of uniform needs, but the amount of final settlement of uniform allowances on a cash basis depends upon this procedure or other proof of actual uniform purchase.

Military Uniforms

The distinguishing mark of a North Georgia College cadet is the college uniform, proudly worn at all times as a symbol of his chosen college. The use of the regulation uniform effects a decided economy in clothing costs, including as it does, the major items of wardrobe expense except for black shoes, handkerchiefs, and underwear.

If a student takes reasonable care of his clothing, the Government uniform allowance is adequate to take care of his necessary clothing for the full four-year term.

All physically-qualified male students, except those who transfer with Senior Class rank, will wear the prescribed college uniform. The requirement of wearing the uniform does not apply to students transferring for summer work only or to teachers-in-service studying at the college.

Articles of Uniform Equipment

The regulation uniform for fall, winter and spring includes one wool blouse, one wool classroom jacket, two pairs of wool trousers, one wool service cap with rain cover, one pair of black leather gloves, one field jacket of drawstring type, three khaki trousers, three khaki shirts, two poplin shirts, one field cap, two ties, one black web belt, three pairs of white gloves, one pair of black military boots, six pairs of black socks, cap and collar ornaments, one white scarf, two fatigue uniforms, a military raincoat, physical education clothing, and two laundry bags.

A student entering for the first time in the spring or summer quarter is advised to purchase the entire uniform; however, if necessary, he will be permitted to delay purchase of the woolen articles until fall. The Federal Government furnishes one fatigue

uniform and the field jacket, but the cadet must buy all other articles. This issue by the Federal Government enables the college to reduce the uniform cost to a minimum figure.

One pair of black shoes must be furnished extra by the cadet and may be purchased before coming to the college or ordered through the college after arrival. These may be plain-toe, low-quarter shoes of conventional army type. Informal shoes of the so-called "loafer" types are not acceptable.

Purchase of the Uniform

Since the design and color of the North Georgia College uniform is a mark of distinction and pride, new students are advised to buy the uniform from the college canteen. Students should come to the college prepared to purchase the uniform at the time of entrance. The full price must be deposited with the Comptroller's Office, and any unused portion of this uniform deposit will be held for future purchases subject to refund on request from the parent any time after the first quarter closes. Students should not come to the college for uniform purchase prior to the regular issue.

Any article of uniform not purchased at the college canteen must be checked and approved by the Commandant. (Articles presented for approval must be identical to articles sold by the college.) Acceptable uniform articles, as a rule, may not be purchased from other sources at as low a cost as provided here at the college.

Gymnasium Uniforms

Freshman and sophomore men, and upperclassmen who elect to take the work, are required to wear gym uniforms for physical training classes—shorts with T-shirts or warm-up suits, and rubber-soled gym shoes. Uniform shorts, warm-up suits, and bathing trunks are included in the uniform issue. Cadets are advised to bring T-shirts and gym shoes from home, but they may be purchased through the college after arrival.

Each young woman, for use in physical education, must provide herself with the regulation college gymnasium suit, the regulation college swimming-pool suit, tennis slippers or shoes, and white socks. Gymnasium and swimming-pool suits will be ordered through the College Canteen after measurements have been taken.

Students are asked to furnish tennis shoes if they can secure them. If not, shoes will be ordered through the Canteen. Students will furnish their own tennis rackets and balls. It would be well to bring extra gymnasium shorts and slacks.

All students who wish to use the college bowling alleys must provide themselves with regulation bowling shoes.

Canteen-Bookstore

The North Georgia College Student Canteen and Bookstore are located in the new Student Center Building. They are operated for the convenience of students and faculty. Here are sold soft drinks, sandwiches, other refreshments, and school supplies. In this area is also located a Central TV lounge, uniform-sales area, and the Bookstore and classroom-supply sales area. Automatic soft drinks and milk machines are also provided in each dormitory.

The John C. Sirmons Chapter of the Student NEA manages a Used Book Exchange for the convenience of students. It is located on the first level of the Student Center.

The Business Administration Club sponsors and operates a Used Uniform Exchange which is located on the first level of the Student Center.

The Canteen also accommodates the College Post Office where mail is deposited and distributed. A box is available for each student and all students are assigned a box number regardless of their place of residence in Dahlonega. Each student is required to check his post office box daily for communications from various departments as well as outside mail.

The correct address will be the student's name, NGC Box —, Dahlonega, Georgia 30533.

Legal Resident

In order to register at North Georgia College as a legal resident of the state of Georgia a student must meet certain requirements set forth by the Board of Regents of the University System of Georgia.

1. A student who is under 21 years of age at the time he seeks to register or re-register at the beginning of any quarter will be accepted as a resident student only upon a showing by him that his supporting parent or guardian has been legally domiciled in Georgia for a period of at least twelve months

immediately preceding the date of registration or re-registration.

2. In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will not be permitted to register as a resident student until the expiration of one year from the date of appointment, and then only upon proper showing that such appointment was not made to avoid payment of the non-resident fee.

3. If a student is over 21 years of age, he may register as a resident student only upon a showing that he has been domiciled in Georgia for at least twelve months prior to the registration date.

Any period of time during which a person is enrolled as a student in any educational institution in Georgia may not be counted as a part of the twelve months domicile and residence herein required when it appears that the student came into the State and remained in the State for the primary purpose of attending a school.

4. A full-time faculty member of the University System, his or her spouse, and minor children may register on the payment of resident fees, even though such faculty member has not been a resident in Georgia for twelve months.

5. If the parents or legal guardian of a minor changes residence to another state following a period of residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of resident fees. After the expiration of the twelve months' period the student may continue his registration only upon the payment of fees at the non-resident rate.

6. Military personnel and their dependents may become eligible to enroll in institutions of the University System as resident students provided they file with the institution in which they wish to enroll the following:

- (a) A statement from the appropriate military official showing that the applicant's "home of record" is the State of Georgia; and

- (b) Evidence that applicant is registered to vote in Georgia; or

- (c) Evidence that applicant, if under 18 years of age, is the

child of parents who are registered to vote in Georgia;
and

- (d) Evidence that applicant, or his supporting parent or guardian, filed a Georgia State income tax return during the preceding year.
- 7. Foreign students who attend institutions of the University System under sponsorship of civic or religious groups located in this state, may be enrolled upon the payment of resident fees, provided the number of such foreign students in any one institution does not exceed the quota approved by the Board of Regents for that institution.
- 8. All aliens shall be classified as non-resident students; provided, however, that an alien who is living in this country under a visa permitting permanent residence or who has filed with the proper federal immigration authorities a Declaration of Intention to become a citizen of the United States shall have the same privilege of qualifying for resident status for fee purposes as a citizen of the United States.
- 9. Teachers in the public schools of Georgia and their dependents may enroll as students in the University System institutions on the payment of resident fees, when it appears that such teachers have resided in Georgia for nine months, that they were engaged in teaching during such nine months' period, and that they have been employed to teach in Georgia during the ensuing school year.
- 10. If a woman who is a resident of Georgia and who is a student in an institution of the University System marries a non-resident of the State, she may continue to attend the institution on payment of resident fees, provided that her enrollment is continuous.
- 11. If a woman who is a non-resident of Georgia marries a man who is a resident of Georgia, she will not be eligible to register as a resident student in a University System institution until she has been domiciled in the State of Georgia for a period of twelve months immediately preceding the date of registration.
- 12. Non-resident graduate students who hold assistantships requiring at least one-third time service may register as students in the institution in which they are employed on payment of resident fees.

STUDENT AID

FINANCIAL ASSISTANCE

The primary purpose of the financial aid program is to provide assistance to students, who, without such aid, would be unable to attend College. The family of a student is expected to make a maximum effort to assist the student with college expenses. Financial assistance from the college or other sources should be viewed only as supplementary to the efforts of the family.

Most scholarships and loan funds are awarded only after financial need has been established. No application for scholarship or loan, sponsored or supported from state or federal funds, may be considered until financial need has been established.

North Georgia College participates in the College Scholarship Service (CSS) of the College Entrance Examination Board. The CSS assists colleges in determining the student's need for financial assistance.

Students seeking financial assistance are required to complete a Parents' Confidential Statement (PCS), designating North Georgia College as one of the colleges to which the report of financial need will be sent. The PCS form may be obtained from a local high school, the college or College Scholarship Service, P. O. Box 176, Princeton, New Jersey. Married or independent students must submit the Student Confidential Statement. Copies of this form may be obtained from the North Georgia College Office of Student Aid.

GRANTS

Educational Opportunity Grants

The college participates in this federally sponsored program which provides a gift grant ranging from \$200 to \$1,000 depending upon demonstrated need. Students who are awarded an E.O.G. will be required to accept a "financial aid package." The "Package" will consist of the grant with a matching amount in loans, employment, scholarships or any combination. In no event can the grant exceed one half the established need of the student.

SCHOLARSHIPS

Hammock Scholars

Asa D. Hammock, a native of Newton County, Georgia, and a graduate of North Georgia College, Class of 1895, on his death in 1957 willed a substantial portion of his estate to the college.

It was his desire that the income from this bequest be used to provide financial assistance in the form of scholarships to male students with a demonstrated aptitude for outstanding scholastic achievement. Students receiving these grants are known as **HAM-MOCK SCHOLARS**.

Regents' Scholarships

The Board of Regents of the University System of Georgia receives from the State certain funds from which scholarships may be granted to residents of Georgia attending institutions of the University System. These scholarships were established for the purpose of assisting students of superior ability who need financial aid in order to attend college. The scholarship program is administered by the institutions of the University System in accordance with policies established by the Board of Regents. A student who wishes to apply for a scholarship should direct his application to the Director of Student Aid, North Georgia College, Dahlonega, Georgia.

Army R.O.T.C. Scholarships

An annual quota is received by North Georgia College for two-year Army R.O.T.C. Scholarships. This quota is filled from applications received from members of the Sophomore Class. Recipients of a scholarship receive a monthly allowance of \$50 from the Department of the Army in addition to an annual allowance to defray costs of tuition, textbooks, and school supplies. Recipients of four-year Army R.O.T.C. Scholarships receive the above allowance over a four-year period. Scholarships are approved by the Department of the Army. High School Seniors interested in the four-year scholarship should contact the Director of Student Aid early in their senior year for additional information.

LOAN FUNDS

Charles McDonald Brown Fund

The purpose of the Charles McDonald Brown Loan Fund is to aid worthy young men who are unable to pay their way through college. The applicant must be at least eighteen years of age, in good health, and of proven intellectual ability. Students must reside in one of the following counties: Rabun, Habersham, Union, Towns, Fannin, Dawson, Murray, White, Lumpkin, Gil-

mer, Pickens, Cherokee, Forsyth, Stephens, Banks, Hall, Madison, and Hart in Georgia, and Oconee, Anderson, and Pickens in South Carolina.

All applications for a Brown Loan Fund should be sent to the Director of Student Aid.

**Captain Charles Buford Johnson, Jr.
Memorial Loan Fund**

This fund was established in 1963 through the initiative of North Georgia College graduates, presently Army officers, and members and friends of the family of the late Capt. Johnson, who graduated from North Georgia in the Class of 1957.

Moore Loan Fund

This fund was donated by Mr. John H. Moore of Dah-longa, formerly a trustee of the college. The purpose of the fund is to provide a limited number of students with that portion of their expenses which they are unable to furnish in cash. Preference is given the graduates of the local Lumpkin County High School. Loan notes bear 4% interest on unpaid balances from date of loan and must be endorsed by two responsible persons. Applications for aid from the Moore Fund should be made to the Director of Student Aid.

**Colonel William Manning Smith Memorial
Loan Fund**

This fund was established in 1960 by members of the family of the late Colonel Smith, who graduated from North Georgia College in 1900. From it, loans are available to members of the Junior and Senior Classes.

Senior Loan Fund

Several senior classes have contributed to a fund to assist members of any current senior class. Loans bear no interest, but those aided usually make a contribution to the fund to help someone else.

National Defense Student Loan Fund

The college participates in the National Defense Student Loan Program, established by the National Defense Education Act of

1958. NDEA funds are available to full-time, degree-seeking students regularly enrolled in college. Students attending summer school only are not eligible. Since the general provisions of these loans have been widely publicized, they are not detailed here. Complete information may be secured from the Director of Student Aid.

OTHER SOURCES OF FINANCIAL ASSISTANCE

Georgia State Teacher Scholarships

Through the State Department of Education, Georgia State Teacher Scholarships are awarded annually to Georgia residents who intend to become teachers. Academic promise, personal qualifications, and financial need are major considerations in selecting recipients. For further information, contact: Coordinator, State Teacher Scholarship Program, State Department of Education, Atlanta, Georgia 30334.

State Scholarship Commission

Scholarships will be granted to legal residents of Georgia who would not otherwise have the necessary funds to finance programs of study in medically-related areas, including dentistry, nursing, pharmacy, social work, medical technology, etc. Stipends vary in relation to established need and the average cost of study at the college. Additional information and applications may be obtained from the State Scholarship Commission, Suite 502 Hartford Building, 100 Edgewood Avenue, N.E., Atlanta, Georgia 30303.

Pickett and Hatcher Educational Fund

The late Mr. Claud A. Hatcher of Columbus, Georgia, created an educational loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Loans are available for students of all classes. Limitations prevent loans being granted to students of law, medicine, and for the ministry. Applications and requests for additional information should be addressed to Mr. Guy E. Snavley, Jr., Executive Secretary, Pickett and Hatcher Educational Fund, P. O. Box 1238, Columbus, Georgia.

Guaranteed Loans

The Guaranteed Loan Program was authorized by the Higher Education Act of 1965. Guaranteed loans are arranged through private banks and other financial institutions participating in the program. As much as \$1,000 per year may be borrowed in this program by entering college students. Interest is paid by the Federal Government until the student completes his education, unless the family's adjusted income is greater than \$15,000 per year.

In Georgia this loan program is administered by the Georgia Higher Education Assistance Corporation (GHEAC), Suite 502, Hartford Building, 100 Edgewood Avenue, N.E., Atlanta, Georgia 30303. A list of financial institutions participating in the program may be obtained by contacting HGEAC. Students who are residents of other states may inquire about this loan by contacting United Student Aid Funds, 845 Third Avenue, New York, N. Y. 10022.

EMPLOYMENT OPPORTUNITIES

Many students will qualify for the College Work-Study Program, which provides employment up to 15 hours per week for full-time students. An eligible student is one who has been accepted as a full-time student, or, in the case of a student already enrolled, is in good standing. The applicant must be capable, in the opinion of the college, of maintaining good standing in his course of study while employed under the program. An eligible student must be in need of the earnings from such employment in order to pursue this course of study. Preference for employment is given to students from low-income families, as determined by the PCS and Need Analysis from College Scholarship Service.

REGULATIONS GOVERNING STUDENTS

NOTICE

Any student who, acting singularly or in concert with others, obstructs or disrupts, or attempts to obstruct or disrupt, by force or violence, or by threat of force or violence, any teaching, research, administrative, disciplinary, public service or any other activity authorized to be held or conducted on the campus of North Georgia College or on any campus of the University System of Georgia, shall be subject to immediate dismissal.

The words "force" and "violence" shall be construed to include such obstructive and disruptive acts as stand-ins, sit-ins, and lie-ins.

Any student who remains in or refuses to vacate any building on the campus of North Georgia College or on the campus of any institution within the University System of Georgia at a time when such building is normally, usually and customarily closed to students, and after having received notice to vacate from the President of the institution or other officer charged with the custody and control of the building, shall be subject to immediate dismissal.

THE CORPS OF CADETS

General

North Georgia College, being a Military College, requires that all male students with the exception of a few who are given a "non-military student status" be members of the Corps of Cadets and participate in the drills, ceremonies, formations and activities of the Corps.

"Non-military student status" is normally limited to commuting students who have fulfilled their military obligation or have received an exemption therefrom for medical reasons.

The Corps is organized into a brigade of two or more battalions each consisting of three or more companies. The Brigade Band is organized as a company unit and is normally assigned to one of the battalions.

The Commandant of Cadets is responsible for the administration and discipline of the Corps. He and his staff apply regulations approved by the College. A copy of these regulations, known as the Blue Book, is made available to each cadet within the first week after reporting.

The Office of the Commandant keeps the records of conduct, which become a basis for personnel actions involving citations, promotions, demotions, curtailment of privileges, and dismissal. Discipline cases of such seriousness as to warrant consideration of dismissal or suspension are referred by the Commandant to a faculty committee for hearing.

Government of the Cadets

The cadet system of control is essentially a specialized system of student government. At North Georgia, therefore, the conduct of male students is controlled largely through the cadet officers and non-commissioned officers. In the discharge of this responsibility, the officers are fully supported by the faculty at large. Cadet officers thus enjoy an outstanding opportunity for the development of personnel management skills with all their requirements for the practice of leadership techniques, applied psychology, initiative, resourcefulness, individual integrity and dependability.

In the performance of their duties, cadet officers and non-commissioned officers are expected to set the example in appearance, conduct and compliance with Corps regulations and to enforce Corps regulations in a fair, firm and impartial manner so as to promote respect, morale and sound discipline.

Selection of Cadet Officers and Non-Commissioned Officers

All cadets may and are encouraged to compete for leadership positions. In selecting personnel for positions of responsibility consideration is given to demonstrated interest, motivation, military knowledge, academic standing (minimum requirement: C average), leadership potential and individual conduct records. Eligibility for advancement in rank parallels advancement in academic class standings. For example, non-commissioned officers are selected from the sophomore and junior classes while cadet commissioned officers are selected from the senior class.

Some General Regulations and Policies

Detailed regulations governing cadet life, as mentioned earlier, are explained in the Blue Book which is available to all

cadets. However, the following general policies have been found from year to year to be advisable and necessary:

(1) For absences which involve normal college duties and formations, permission must be obtained from the Commandant's Office.

(2) Firearms, other than rifles issued to cadets, explosives of any kind, gasoline or gasoline mixtures will not be allowed in the living areas.

(3) Possession or use of intoxicants is prohibited.

(4) Gambling in any form or games of chance are prohibited.

(5) Any cadet wishing part-time, off-campus employment must have such employment approved by the Commandant.

(6) Punishment may consist of oral or written reprimand, denial of privileges, extra duty, reduction of rank, restriction to limits, arrest, suspension and dismissal. Failure to comply with restrictions and arrest are punishable by dismissal.

Hazing

Hazing, personal indignities, any form of so-called initiation of freshmen, the exercise of unauthorized authority by one cadet over another, and the exaction of any form of service of a new cadet by an old one are prohibited. Each cadet, however, is held strictly responsible for attention to duty, courtesy to his cadet officers and non-commissioned officers, and for carrying out all legitimate military orders. Cadet officers, non-commissioned officers, and upperclassmen in general, whether as individuals or groups, are not authorized to punish offenders or those who may be delinquent in company or general military duties by any form of intimidation, personal indignity, flogging, the exercise of unwarranted authority, or any kind of physical force.

Serious Disciplinary Cases

In unusually serious cases the Commandant may refer a cadet to the Faculty Discipline Committee for appropriate action, including possible suspension from the college.

CO-EDS IN RESIDENCE

The Women's Student Government Association is the governing body for the resident women students at NGC. The WSGA is the form of self-government in which the NGC woman's conduct is indicative of her self respect and her mature judgment. Therefore, each resident should feel that her opinions are valuable and her cooperation is essential. The residence halls are governed by House Councils and House officers. The entire Association is governed by the Women's Affairs Board which is composed of coeds elected at large. Discipline cases involving infractions of rules may be handled by the House Councils or the Women's Affairs Board. Unusually serious discipline cases involving women students are referred to the Discipline Committee. The Dean of Women and the Chairman of the Women's Affairs Board serve as special advisers to the Discipline Committee in such matters. The young ladies will be governed by the **Cues for Coeds**.

COMMUTERS

Married students and single students living at home are not required to live in college housing. These students will be subject to all college regulations except those specifically relating to resident halls.

Commuting women will be responsible to the Dean of Women and will report to her office for leaves and excused absences from class.

Commuting men, for administration, are assigned to units of the Corps as are all resident male students. Commuters who have non-military student status will be responsible to the Commandant of Cadets and will report to his office for leaves and excused absences from class.

The nature of the North Georgia College program is such that cadets are required to be in uniform and present a neat appearance while attending classes. Although the non-military students will not be required to purchase or wear military uniforms, they will be expected to conform to a standard of acceptable dress and appearance while on campus.

Commuting students will not be eligible for treatment in the College Infirmary.

VEHICLE AND TRAFFIC REGULATION

Any student may register and keep a vehicle on campus provided he has parental authorization, has a valid vehicle operator's permit and furnishes evidence of liability insurance. The keys of vehicles belonging to Freshmen and to those Sophomores with less than a 2.5 grade average will be kept by the Office of the Commandant. These keys may be obtained when the student is authorized a weekend leave to visit his or her home. At all times vehicles of all students are to be parked in the student parking lot except when the vehicles are required for loading and unloading at barracks and dormitories.

Students desiring to register vehicles may request forms for this purpose from the Office of the Commandant.

The College reserves the right to withdraw permission for any student to operate an auto on the campus after repeated traffic violations.

PERSONNEL SERVICES

Counseling and Testing Service

The student Counseling Office is an agency that is devoted almost exclusively to counseling with students on their educational, vocational, and personal problems.

The College seeks to have each individual become familiar with a wide range of information about himself: his interests, his abilities, and his plans for the future. The Counseling Office offers facilities which are helpful in acquiring this information. These facilities are available to all students without charge.

Academic Orientation of New Students

The Academic Orientation of new students is under the direction of the Director of Guidance. Orientation for freshmen prior to and following registration is provided in order that the new student may begin his college experience with the best possible expectations for success and happiness. Faculty advisers, administrative officers, and selected upper-class students carry out a program of academic planning, testing, and social activities.

Selection of Courses

Students who have selected a major field of concentration at the time of entrance will be assigned to the Chairman of the chosen departmental major for assistance in selecting courses each quarter. Students who have not selected a major will be assigned to a faculty adviser. This adviser will assist in the selection of courses and the arrangement of schedules until a decision is made concerning the major field of concentration.

HONORS

HONORARY ORGANIZATIONS

Alpha Psi Omega (Dramatic Honor Society)

Nu Pi is the local chapter of Alpha Psi Omega, a national honorary dramatic fraternity. The fraternity does not take the place of a regular dramatic club; but as students qualify by participation in various phases of dramatics, they are rewarded by election to membership in this society.

Nu Gamma Scholastic Honor Society

Distinction of membership in this society is conferred upon certain students who rank in the highest ten per cent of their class with qualifications stated in the by-laws of the society.

Phi Alpha Theta (History Honor Society)

Zeta Phi is the local chapter of Phi Alpha Theta, the national honor society in history. Students whose grades average above B in all history courses, whose grades average B or above in two-thirds of all other courses, and who rank in the upper 35% of the class may be elected to membership in this national scholarship fraternity.

HONORS AND AWARDS

Honors List

Students who have a grade-point average of 3.0 on a normal academic load and are satisfactory in basic military science and physical education will be placed on the Honors List for the succeeding quarter.

An Honors Day program is held during the Spring Quarter in recognition of those students who are on the Honors List for the two preceding quarters.

Honors Program

The college offers an honors program in a number of departments. Students demonstrating superior abilities are privileged to enroll in special courses designed to make the maximum use of their capacities.

Senior Honors

A student is graduated Summa Cum Laude if his over-all grade ratio is 3.9; Magna Cum Laude if the grade ratio is 3.45; Cum Laude if the grade ratio is 3.00. The above applies to students who have completed all of their college work at North Georgia College.

Transfer students, who have been in residence for at least the junior and senior years and have established the following grade ratios, may be graduated with senior honors: Summa Cum Laude, 3.9; Magna Cum Laude, 3.7; Cum Laude, 3.25.

Scholastic Honor Bars

In recognition of substantial scholarship, Scholastic Bars as listed below are awarded at a public ceremony in October to members of the various classes who are on the Honors List for three consecutive quarters.

Red Bar to members of the Freshman Class

White Bar to members of the Sophomore Class

Blue Bar to members of the Junior Class

Gold Bars will be awarded to members of the Senior Class during Commencement Week

Business Administration Achievement Award

Annually during commencement activities the Business Administration Club awards a silver medallion to the business administration major graduating with the highest academic standing.

This academic standing is determined by the quality-point ratio for the entire college study program, a minimum of one-half of which must be completed at North Georgia College.

Clark Mathematics Medal

This medal was donated to the college about seventy years ago by the late Hon. Harlow Clark. It is annually awarded to the student who establishes the highest scholastic average in mathematics above Mathematics 99 and including Mathematics 245.

Drama Award

A cash award is annually awarded to the coed or cadet who makes a continued outstanding contribution to and achievement in the drama program.

Good Conduct Award

This bar is awarded to cadets at the end of their first year, based upon their compliance with regulations formulated by the Professor of Military Science and the Commandant of Cadets.

Hawkins Citizenship Award

This award, in the form of a key, is given each year to a graduating senior, selected by the entire faculty, who has been outstanding in general campus citizenship. The senior's name is engraved on a plaque which remains with the college in honor of those who have been selected.

Meritorious Leadership Achievement Award

The Commanding General, Third U.S. Army, annually awards a Certificate of Meritorious Leadership Achievement to the R.O.T.C. student who has demonstrated the most outstanding qualities of leadership during the academic year.

Meyer-Raeburn Award

In memory of Abner A. Raeburn, this award is presented to the cadet who has displayed strong moral and ethical concepts, courtesy in his behavior, and respect for recognized authority.

Military History Award

The Association of the United States Army presents an award annually for excellence in the study of military history in R.O.T.C. units.

Siler Scholarship Plaque

This award is presented annually to that student who has earned the highest quality-point ratio in his or her academic record while in residence at North Georgia College. The plaque is awarded with the provision that not less than 75 quarter hours have been earned in North Georgia College. In case of non-seniors, the Spring Quarter of the Commencement at which the award is made will be excluded.

Who's Who in American Colleges and Universities

Members of Who's Who are selected from the Senior Class by a faculty committee on the basis of scholarship; service to the College; contribution to and leadership in campus extra-curricular activities; and spirit and degree of cooperation with administration, faculty, and fellow students in furthering general college policies and ideals.

CAMPUS ORGANIZATIONS

Alumni Association

The Alumni Association of North Georgia College includes in its membership all students who have attended the college, many of whom are now outstanding leaders of the state. The purpose of the Association is to keep alive the traditions and memories of the college and to promote its welfare.

Biology Club

The membership of this club is composed of students giving special emphasis to the biological sciences. Those particularly interested in the pre-professional study of medicine, dentistry, laboratory techniques, nursing, and general health compose the membership.

Blue Ridge Rifles

The Drill Platoon, designated Blue Ridge Rifles, consists of cadets selected from the Freshman and Sophomore Classes because of their ability to excel in drill. The platoon demonstrates exceptional ability combining drill skills into coordinated action. The platoon performs several times each year for the public.

Brigade Band

One of the outstanding features of North Georgia College is the College Brigade Band. Instruments are furnished by the Army and college for about sixty-five parts. Some members of the band furnish their own instruments. To a student with musical ability, the band presents unusual opportunity for further training. The Brigade Band is an integral part of the corps of cadets.

Business Administration Club

The primary objectives of the Business Administration Club are the development of a greater awareness on the part of Business Administration majors of opportunities in their chosen province, broadening their knowledge of the training and skills requisite to success in positions in business and government and in graduate study, and fostering the growth of an esprit de corps within the area of study.

In achieving these objectives, the Club sponsors programs consisting principally of panel discussions conducted by students, and lectures and panels by representatives of industrial enterprises and faculty members.

Membership is limited to students majoring in Business Administration.

Caving Club

The Caving Club at North Georgia College is organized to promote interest and to advance in any and all ways the study and science of Speleology. Membership in the club requires parental consent for this activity.

Concert Band

Membership in the concert band is open to all qualified students by audition. Balanced instrumentation will be a factor in accepting new members each quarter. Symphonic band transcriptions and compositions for band will be included in the performances, both on and off campus.

Dramatic Club

The Dramatic Club presents frequent amateur programs through the year. These include chapel skits, one-act plays, and evening performances. The Nu Pi Chapter is a member of Alpha Psi Omega, a national honorary dramatic fraternity.

Glee Club

The Glee Club offers to both cadets and coeds thorough training in choral expression. The club travels extensively, giving programs of both sacred and secular music. Although previous training in vocal technique and music rudiments is very desirable, membership is open to all students of reasonable ability and sincere interest.

The Guidons

The Guidon Society is the local chapter of the National Society for Guidons, whose purposes are to serve as a university women's national military service and honor society, to actively support the

R.O.T.C. program, to instill a patriotic interest in the women of the student body, to promote citizenship through the working experiences of scholarship and leadership, and to render service to the college. Candidates must be juniors or seniors and have a 2.5 grade-point average to be considered for membership. This society supports the Girls' Drill Team.

Girls' Drill Team

The Girls' Drill Team, supported by the Guidon Society, offers the coeds an opportunity to perform and compete at parade and drill meets, to provide an active precision drill unit for coeds, and to promote school spirit among coeds. Selection of members is made on the basis of competition in drilling.

Home Economics Club

This is an organization open to all students who take courses in home economics. The aim of the club is to afford students opportunity to become better acquainted with the social and professional activities of home economics leaders, and also to provide for their own personal development through active participation in club programs.

Men's Fraternities

Two local fraternities, Rex and Sigma Theta, provide for social activities on the campus. Fraternities serve the college through all-college dances each year and through service activities on the campus and in the community. Membership is by invitation.

Men's Rifle Team

The Men's Rifle Team is a member of the National Rifle Association and competes in small-bore rifle matches with other colleges and universities. The membership is open to men showing an exceptional desire and capability to excel as marksmen. The college athletic letter and sweater are awarded to outstanding competitors in this sport.

Mountaineering Platoon

The Order of Columbo Mountaineering Platoon is sponsored by the Military Department to promote interest and to train the

members in mountain and counter-guerilla operations. Members are selected from those upperclassmen who successfully pass rigorous tests in both physical and tractical training.

Non-Commissioned Officers' Club

The Non-Commissioned Officers' Club draws its membership from eligible members of the Junior (second) and Sophomore (third) Classes. The objective of the N.C.O. Club is twofold: first, to bring about unity of endeavor among the commissioned and non-commissioned officers of the Corps of Cadets; second, to acquaint the second and third classmen with the present and future policies, tactics, and equipment of the United States Army. Although social activity is not the main objective of the N.C.O. Club, it does, during the school year, sponsor social activities, which include the annual Military Ball in the Spring Quarter.

North Georgia College Chapter of Student Affiliates of the American Chemical Society

North Georgia College has one of the approximately two hundred fifty chapters of the Student Division of the American Chemical Society. This Society has approximately 100,000 professional members. The purpose of the membership is to acquire identity with the profession of chemistry, to discuss as a group those matters not suitable for classroom discussion with reference to chemistry as a profession. The affiliate has the privilege of attending the monthly meetings of the Georgia Section of the Society, of attending the National Society meetings, of wearing the student affiliate emblem and of receiving the weekly *Chemical News Journal-Chemical and Engineering News*. Any chemistry major (professional or non-professional) may belong to the Student Chapter.

Officers' Club

The Officers' Club is composed of the Cadet Officers of the Brigade expressing a desire to enter. The purpose of this club is to provide an agency for the gathering and disseminating of information to the Cadet Corps as a whole. For the social benefit of

the college, the Officers' Club sponsors at least one formal dance each year.

Parachutists' Club

The North Georgia College Sport Parachutists' Club is organized to further interest and safety in Sport Parachuting. Active members are designated as those students who have completed the required ground training and who have made one free-fall parachute jump. Membership in this club requires parental consent for this activity.

Physical Education Club

The objectives of the club are to foster the development of attitudes and abilities in the related areas of the professional field of physical and health education. This club sponsors programs and various recreational activities. Membership is limited to students majoring in Physical Education.

Physics Club

Through the activities of the Physics Club, students in physics have an opportunity to discuss and work on projects of common interest. Professional requirements discussed in the meetings lead to a clearer understanding of vocational opportunities in the field.

Psychology Club

The purpose of the Psychology Club is to generate interest in psychology and its related fields and to stimulate professional attitudes among interested men and women by means of panel discussions, lectures, field trips, and service projects. Membership is open to interested students who have completed or are currently enrolled in Psychology 101.

Radio Communications Club

The Radio Communications Club is composed of students especially interested in amateur and experimental radio and electronics. The college amateur station of this group operates under the licensed call "W4PYM." Several radio transmitters and receivers are maintained for the use of the club members, as well as electronics equipment which is used for experimental work.

Scabbard and Blade

The Scabbard and Blade membership is drawn from those cadet commissioned officers deemed to possess the required degree of character and proficiency in military science and tactics. The purpose of the Society is to unite in closer relationship the military departments of American universities and colleges, to preserve and develop the essential qualities of good and efficient officers, to prepare members as educated men to take a more active part and to have a greater influence in the military affairs of the communities in which they reside, and to spread intelligent information concerning the military requirements of our country.

Soccer Club

Membership is open to all students interested in soccer. Games are played with other colleges, on a club basis, through the year. Meetings of the club are held for discussion and practice of the game.

Student Government Association

The North Georgia College Student Council, composed of representatives of each of the classes on campus and such *ex officio* members as prescribed by the by-laws, is the ranking student organization on the campus. It is the agency for coordinating the activities of the various student organizations and is a medium for communication between the administration, faculty, and student body. It exercises jurisdiction over the fund-raising activities of all student campus organizations, class elections, class organization, and the Student Social Committee. The authority exercised by the Student Council and the regulations issued by it must be in conformity with the Statutes of North Georgia College, the college regulations, and the official catalogue.

Student N.E.A.

Membership in the John C. Sirmons Chapter of Student N.E.A. is open to students whose chief vocational interest is teaching. Professional and social activities are sponsored in an effort to promote growth of individual members. Programs will

be planned in such a manner that prospective teachers will have an opportunity to develop leadership qualities.

This organization supervises the Used-Book Exchange as a service to the entire student body.

Student Publications

Two college publications are issued under the direction of the Faculty Publications Committee.

The Cyclops, the yearbook, is an annual pictorial record of student life.

The Cadet Bugler, a bi-monthly newspaper, gives full coverage to student affairs.

Varsity Letter Club

The Varsity Letter Club is made up of those students who have won the official Varsity Letter. The Varsity Letter is granted to those students who comprise a varsity team, who have satisfactory scholastic averages, and who otherwise meet the requirements set up by the Athletic Committee for the sport in which the student participates.

Women's Recreation Association

The Women's Recreation Association, sponsored by the Department of Physical Education and open to all coeds, is the largest organization for the college women. The Association, better known as REC Club, is divided into four teams which carry on intramural activities beginning in the fall with speedball and volleyball, continuing in the winter with basketball, and concluding in the spring with softball. In addition to these team sports, individual tournaments, such as tennis, table tennis, and badminton, are held. The social life of the young women at North Georgia College is enriched through participation in these different sports, hikes, parties, and dances, which comprise the all-inclusive program of REC Club.

Women's Rifle Club

The Women's Rifle Club is an increasingly popular campus activity for women. The club is a member of the National Rifle

Association and competes in small-bore rifle matches with other colleges and universities having women's rifle teams. The college athletic letter and sweater are awarded to outstanding competitors in this sport.

Women's Student Government Association

Every coed at North Georgia College is a member of the Women's Student Government Association. This organization governs the life of the coeds on campus and is one of the agents by which the administration and the students work together. Composed of representatives who serve on the Women's Affairs Board and the House Councils, the representatives are elected by popular vote of the coeds. These bodies of government are operating in order that the women students might have a voice in the affairs of their residence hall life, control in activities concerning the students, and a part in the discipline of their peers.

ACADEMIC REGULATIONS

The information printed below is designed to facilitate the student in understanding the regulations concerning academic work. The student is urged to read the regulations carefully and to seek interpretation from his academic adviser or from the Office of the Dean in the event that there should be any questions.

It will be the responsibility of the student to be familiar with the academic regulations of North Georgia College.

College Honor

At North Georgia College a sense of self-respect, dependability, and high honor prevails. Hence, any degree of dishonesty in academic or military work, or the giving or receiving of unauthorized help in any quiz, test, or examination, is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

Credits

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A course that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in home economics and business administration carry credit value of one hour for each lecture period and one hour for each required laboratory period. For each hour of recitation, two hours of daily preparation are expected.

Grading System

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

- A (90-100) Excellent
- B (80-90) Above average
- C (70-79) Average
- D (60-69) Unsatisfactory, but passing
- F (0-59) Failure; must be repeated if in a required course
- I (Incomplete)
- WP (Withdrew Passing)
- WF (Withdrew Failing)

I indicates the withholding of a grade because of prolonged

illness or by the consent of the Registrar or Dean. This grade must be removed within six weeks; otherwise, it automatically becomes F.

Changes in Grades

APPROVAL OF THE DEAN. All grade changes must receive the approval of the Dean before such change may be recorded by the Registrar. Any grade will be changed upon a written statement by the instructor that the grade reported was a factual error.

GRADES OF INCOMPLETE. Students receiving a grade of Incomplete are expected to consult with their instructor within the time limit specified above under *Grading System* and also to complete all necessary work prior to the end of six weeks of the next quarter.

RE-EXAMINATIONS. A student in line for graduation who makes a grade of F in his last year in an upper-division course necessary for his degree may have the privilege of one re-examination provided there is no opportunity to repeat the course and the approval of the Head of the student's major department and the Dean is secured. Grades in not more than two courses may be changed by this method.

Changes in Program of Study

Lower-division study programs are changed only by the permission of the Dean of the College. Upper-division study programs are changed only by written permission from the Head of the Department concerned and the Dean.

Unless for very exceptional reasons, all changes in study programs must be made during the first seven days of the quarter. A student who officially withdraws from a course during the first four weeks of the quarter will receive a grade of WP (Withdrawal, passing) or WF (Withdrawal, failing). The courses with grades of WF and F are included in computing grade-point ratio, but grades of WP are excluded.

Withdrawal from a course after the first FOUR weeks ordinarily results in a grade of F being entered on the permanent record. In very exceptional cases this grade may become WP upon the approval of the Dean.

Conflicts in schedule are resolved by the Registrar of the

College. After registration is completed, courses cannot be dropped except through recommendation of the student's adviser and approval of the Dean. Students are held responsible for unauthorized changes of schedule which may result in a loss of college credit.

Quality Points

The value of each grade in quality points per quarter hour is as follows:

- A—4 quality points per quarter hour
- B—3 quality points per quarter hour
- C—2 quality points per quarter hour
- D—1 quality point per quarter hour
- F—0 quality points

The grade-point ratio is the grade average made by a student on all academic work for which he has enrolled. It is obtained by dividing the total number of quality points earned by the total number of academic quarter hours carried. Basic Military Science and Required Physical Education are not included.

When courses in which a student has made a grade of D or F are repeated, the last earned grade is the official grade, and the hours attempted and earned are counted only once.

For graduation, every candidate for a degree must complete a minimum of 185 quarter hours of academic work with 370 quality points, or an average of C. This is exclusive of Basic Military Science and Required Physical Education. The ratio of quality points to hours of credit cannot be less than two.

A grade of D represents work slightly above failure and does not constitute acceptable credit. Indeed, a grade below C actually delays or prevents class promotion and graduation.

Classification of Students

A classification of students is made after a beginning student has completed three quarters on the campus of North Georgia College; thereafter, at the beginning of each quarter. For enrollment in the Sophomore Class a student must have passed 40 quarter hours of work; in the Junior Class, 80 quarter hours; the Senior Class, 130 quarter hours. This will remove the academic grade point average from any consideration of student classification.

Grade Reports

MID-QUARTER REPORT: A mid-quarter report is sent to each student at his college address and one is also sent to the parent or guardian of the freshmen and sophomores.

QUARTER REPORT: At the close of each quarter, a report of the student's work during the quarter is sent directly to the parent or guardian.

UNSATISFACTORY WORK: During the quarter the Dean sends special notices to parents and guardians of students doing unsatisfactory work.

REPORT TO HIGH SCHOOLS: At the close of the first quarter of each academic year, a report is sent to each high school showing the grades made by the freshmen entering the college from that school. This report is confidential and is used by high school principals and counselors for follow-up study.

Orientation Week

The first week preceding classes in the Fall Quarter is known as "Orientation Week." All new students are expected to report during the prescribed hours on Sunday so that in-processing can be accomplished as scheduled. The dormitories are open and the noon meal is served in the College dining room.

Placement Tests

During Orientation Week all freshmen are required to take general placement tests. These tests aid the administration in its counseling service and facilitate the placing of students in appropriate class sections. Any student without satisfactory reason for not having taken any test will be charged \$2.00 for each make-up.

Transient Student Permission

Any student not having reached Senior status may apply to the Office of the Registrar in writing for authorization to complete certain courses in another college or university as a transient student. The application must be approved by the Registrar before enrollment in the course. If a major sequence has been chosen, the permission must be approved by the Head of the Department concerned. Transient student permission will not be

granted to students on academic probation or for the purpose of repeating courses.

Orientation of Transfer Students

Transfer students classified as freshmen are required to report to the college at the same time as do other new students. All features of the Orientation Program which apply to beginning freshman students, with the possible exception of placement tests, apply equally to new students who come to North Georgia College with an insufficient number of transfer credits to be officially classified as sophomores.

Requirements for Residence

The following constitute the minimum scholastic conditions, exclusive of the basic military science and required physical education, under which students can remain in the college. A student may, however, be dismissed for deficiencies in scholarship even though not automatically excluded under the provisions below indicated.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student who earns less than ten quarter hours' credit and fifteen quality points shall be placed on probation for the following quarter.

(3) While on academic probation, any student who earns fewer than 10 hours' credit and 15 quality points shall not be eligible to register for the following quarter.

(4) If a student remains on academic probation for three successive quarters and fails to remove himself from probation at the end of the third quarter, he will not be eligible to re-enter the following quarter. Should he be permitted to return after one quarter of academic suspension and not remove himself at the end of this quarter, he will be permanently excluded.

(5) A student on probation must remove the probationary status while officially enrolled and attending classes at North Georgia College.

(6) A student on probation at the close of the Spring Quarter must attend Summer School at North Georgia College if he wishes to have an application considered for the Fall Quarter. A

student on probation failing to remove himself from this academic deficiency during a Summer Quarter will not be eligible to re-enter North Georgia College in the Fall Quarter immediately following. He may re-apply for the next Winter Quarter.

(7) Students who fail to meet the above regulations because of illness or because of an approved sub-normal load may receive such special consideration as their cases merit.

(8) Academic probation is removed by passing 15 quarter hours in one quarter with at least 30 earned quality points in the same quarter.

(9) Any student who fails any given course three times cannot be enrolled for that course for a fourth time.

(10) Any student failing Mathematics 99 the second time shall be excluded from North Georgia College. The student cannot be re-admitted except through special application to the Admissions Committee.

(11) Students suspended at the end of the Spring Quarter will not be eligible for re-admission until the Winter Quarter.

(12a) After a student has achieved 40 quarter hours, if his grade-point average is below 1.5, his name will be sent to the Academic Review Committee where his academic record will be reviewed and specific recommendations for correcting his deficiencies will be made. Upon recommendation of the Academic Review Committee a student may be placed on academic probation.

(12b) After a student has achieved 80 quarter hours, if his grade point average is below 1.7, his name will be sent to the Academic Review Committee where his academic record will be reviewed and specific recommendations for correcting these deficiencies will be made. Upon recommendation of the Academic Review Committee a student may be placed on academic probation.

(12c) After a student has achieved 130 quarter hours, if his grade-point average is below 2.0, his name will be sent to the Academic Review Committee where his academic record will be reviewed and specific recommendations for correcting these deficiencies will be made. Upon recommendation of the Academic Review Committee a student may be placed on academic probation.

If a student in any of the categories described above does

not then make satisfactory progress toward the degree, he will be dropped from the rolls of the college upon recommendation of the Academic Review Committee.

Work undertaken at another institution by a student under academic suspension cannot be transferred at a later date for credit toward a degree at North Georgia College.

Class Attendance

Regular class attendance is required of all students. Absence from class or laboratory makes it difficult for students to maintain satisfactory academic progress.

Excused absences are permitted when emergencies arise and undue hardship is experienced by the student in attending class or assembly. The Commandant of Cadets and the Dean of Women grant permission to be absent from class or assembly when a student is traveling as a representative of the college, for illness certified by a physician, when there is a critical situation developing within a student's family, and where a student is on special duty approved by the President of the College.

Absences for women are excused by the Dean of Women. Absences for men are excused by the Commandant of Cadets.

A student is assumed to have an unexcused absence until such time as he furnishes evidence to the Dean of Women or the Commandant upon which a valid excuse can be made.

The faculty is required to report all absences at the end of each class day to the Registrar's Office. In turn, the faculty member is informed by the Registrar's Office, after the report is turned into the office by the Dean of the College, Dean of Women, and Commandant as to the excused or unexcused status of the student who is absent.

When absences occur, the student is responsible to his or her instructor for the making up of work missed.

An instructor is authorized to lower a student's final grade three points for each unexcused absence. He is authorized to submit a grade of "F" and suspend the student from class after ten unexcused absences in a given quarter.

Student Load

A normal or average schedule for a freshman or sophomore

is fifteen hours. This does not include basic military science and physical education.

The normal or average schedule of class work for juniors and seniors is eighteen quarter hours.

A freshman student whose high school record and entrance tests indicate inadequate preparation will be required to carry a reduced load as long as deemed necessary.

Eligibility for Extra-Curricular Activities

To be eligible for intercollegiate and off-campus extra-curricular activities, the student must pass during the preceding quarter, with an average of C, at least ten of the fifteen hours of the usual normal load.

The special eligibility requirements for editor or business manager of student publications is an average of C for the preceding quarter. This applies both for appointment and for continued tenure.

Work-Load Variations

Should a student wish to carry a schedule other than the normal load, written request may be filed with the Registrar for:

- (1) A minimum of 10 credit hours.
- (2) An increase of from one to five hours when advanced military science is taken or there is unusual difficulty in making up a practical schedule or when a satisfactory program demands it.
- (3) Seniors who can otherwise qualify for graduation and the degree may increase the schedule a total of 10 hours provided the extra hours are distributed over the last three quarters of residence.

Variations in the work-load are to be approved by the student's faculty adviser.

Reduction of Credit

After a student has earned 120 quarter hours' credit, the following applies to certain lower-division courses:

- (1) Only three (3) quarter hours' credit may be earned in

any of the following courses:

Biology 101, 102	Mathematics 106, 111, 113H
Chemistry 101, 102	Physics 101, 102
English 101, 102, 203, 204, 205, 206	Any Modern Language 101, 102 if it is carried is a language requirement.
History 101, 102, 103	

(2) This rule does not apply to students repeating the courses listed above or to teachers-in-service.

(3) Exceptions are made only with the approval of the Dean.

REQUIREMENTS FOR GRADUATION

The information printed below is designed to facilitate the student in understanding the requirements for graduation from North Georgia College. The student is urged to read the requirements carefully and to seek interpretation from his academic adviser or from the Office of the Dean in the event there should be any questions.

It will be the responsibility of the student to be familiar with the requirements for graduation.

Degrees

The College offers sequences of courses leading to the Bachelor of Arts and the Bachelor of Science Degrees. The Bachelor of Arts Degree is offered in English, French, History, Mathematics, Political Science, Psychology, and Sociology. The Bachelor of Science Degree is offered in Biology, Business Administration, Chemistry, Education (Elementary-Junior High Grades and High School), Home Economics, Mathematics, Physical Education, Physics, Political Science, Psychology, and Sociology.

CORE CURRICULUM

North Georgia College, as a unit of the University System, has implemented the University System Core Curriculum for all of its students. Freshmen entering North Georgia College after September 1, 1967, must fulfill the requirements for a Core Curriculum in order to satisfy requirements for the degree. The Core Curriculum is divided into four basic areas:

- I. Humanities, including, but not limited to, grammar and composition and literature20 hours
The following courses may fulfill requirements for this area.

English 101-102 or 105H*

English 203-204 or English 205-206

- II. Mathematics and the natural sciences, including, but not limited to, mathematics and a 10-hour sequence of laboratory courses in the biological or physical sciences20 hours
The following courses may be considered to fulfill the requirements in Math.

Math 106, 111, 113H

The science requirement must be taken in a laboratory science. Ten hours of Science must be taken in a sequential study. The ten-hour sequence in Science may be fulfilled by any of the following sequences:

Biology 101-102

Chemistry 101-102 or Chemistry 121-122

Physics 101-102; Physics 223-224; or

Physics 223-225.

In order to complete 20 quarter hours the student may take any additional five-hour course in Biology, Chemistry, Physics, or Math at the 100 or 200 level.

- III. Social sciences, including, but not limited to, history and American government20 hours
The following courses may fulfill requirements in this area.

100-200 level courses in History

Political Science 101

Sociology 100, 205

Psychology 101

Economics 151, 152

- IV. Courses appropriate to the major field of the individual student30 hours
This area of study is designed to prepare the student for a college major. The student is encour-

aged to confer with the appropriate department head as soon as he has chosen his college major.

*Students who choose the Honors Course in English may complete the twenty-hour requirement for Humanities by substituting one five-hour course in Language or one five-hour elective in English, not including English 211 (Speech).

Language, where required for the degree, unless so stated elsewhere, should be started by the beginning of the second year. Any language exemptions earned through high-school language credit may be utilized for additional electives.

Language Requirements

Bachelor of Arts Degree: The modern language requirement is twenty quarter hours in one language.

Bachelor of Science Degree with major program in biology, chemistry, mathematics, physics, or psychology: The modern language requirement is fifteen quarter hours in one language.

Bachelor of Science Degree in Business Administration: See Business Administration Requirements.

Students offering two high school units in a foreign language will be admitted to the third course (211) of that language, thereby reducing the foreign language requirement to ten quarter hours in college (211 and 212). If the student wishes to take the 101 and 102 sequence in his high school language he will get no credit for these courses.

Majors and Minors

By the time a student has accumulated ninety quarter hours' credit and one hundred and eighty quality points, he should have decided upon a major field of concentration. At least fifty quarter hours' credit must be successfully completed in this field of concentration. Courses required in the basic curriculum may not be used in the major field of concentration.

Within this field, under the direction of the department head, the student selects a departmental major of at least thirty quarter hours and a closely-related departmental minor of at least twenty quarter hours. In business administration, home economics, physical education, elementary education, and higher-grades education

the major and minor are in the same field, each leading to the Bachelor of Science degree.

The student must maintain a minimum average of 2.00 in his field of concentration and take at least fifteen hours in his major subject in the senior year.

In the field of concentration program, both required and elective courses must be approved by the student's adviser and by the Dean. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval by the Dean. Such changes will usually not be permitted later than the third quarter of the junior year. The change will probably result in loss of credit required for the degree and may necessitate an additional quarter or more to meet the full outlined requirements of the proposed new program.

Candidacy for the Degree

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred all indebtedness to the college must be met and the published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student, and each candidate should check with the Registrar and also the Dean of the College his program for graduation. A final checking with each official should be made at the beginning of the student's last quarter. Failure to meet these obligations will cause the student to assume responsibility in case of error or omission in his program.

Application for Degree

Formal written application for the degree must be filed with the Registrar at least six weeks before the student expects to complete the outlined degree requirements. Special forms for this application may be secured from the Registrar.

Requirements for the Degree

For the Bachelor of Arts or the Bachelor of Science degree the student must complete the requirements of the core curricu-

lum, must fulfill the major and minor requirements, and offer sufficient approved elective courses to bring the total number of credit hours to at least 195. These hours include: basic military science and physical education (10 hours) required of freshman and sophomore men; and work in physical education required of freshman and sophomore women (10 hours).

As a part of the required 195 hours, all men must offer 18 hours in advanced military science unless excused because of physical disability, or, in the case of veterans or advanced transfer students, exemption has been requested and received.

If, because of physical disability or other reason, a student is excused from basic military science or physical education, a like number of academic hours must be substituted.

Married women are excused from basic physical education but are required to take ten additional academic hours in lieu of this requirement.

A Georgia law requires that all candidates for a degree from an institution supported by public funds shall pass an examination "of the History of the United States and the History of Georgia," and an examination "upon the provisions and principles of the United States Constitution and the Constitution of Georgia."

The Social Science Department will administer these examinations upon written request from the student and at such time and place as convenient to the student and the Department.

The requirements for instruction in the above areas can be met by satisfactorily completing Political Science 101 (for the state and national Constitutions) and History 100 (for the state and national history). Students passing the above courses will meet the requirements for an examination in the areas specified.

Required courses take precedence over elective courses.

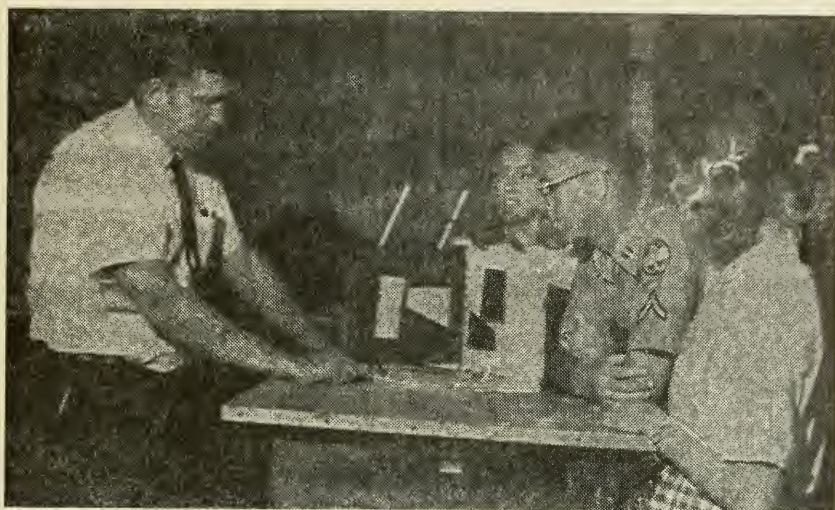
A student must complete a minimum of 45 quarter hours in residence during the three quarters prior to graduation.

Graduation depends upon quality of work done as well as quantity. Every candidate for the degree must complete at least 195 hours of academic work, basic military science, and physical education. In these hours of academic work, each candidate for the degree must earn 370 quality points. A minimum average of C must be maintained during the last three quarters, regardless of the number of quality points previously earned. Not more than

twenty-five per cent of the credits for graduation may be of D grades.

No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred, and the diploma awarded. Each candidate must be present at graduation unless excused in writing by the Dean.

NOTES



COURSES OF STUDY

Pre-Professional Programs

Pre-Law

A legal education requires a liberal-arts background of a broad scope. The well-prepared beginning law student may have majored in any one of several subject matter areas, but regardless of his major he will have learned to communicate effectively in written and oral expression. Since the life of the law has been experience, a knowledge of the history of human development is essential. The law is executed through government and a knowledge of political institutions and processes is invaluable. The law is shaped by many social forces, and courses in sociology, psychology, economics and related courses are recommended. In brief, a broad liberal-arts program is preferable to a narrow concentration in a few subject-matter areas.

Most law schools now require an undergraduate degree for admission. Therefore, during the first two years the pre-law student should concentrate on the courses leading to a baccalaureate degree. The pre-law adviser will assist the student in selecting courses from the following:

- English (20 hours)
- Science (15 hours)
- Math (10 hours)
- History (10 hours)
- Political Science (5 hours)
- Psychology (5 hours)
- Military
- Physical Education
- Language (see catalogue requirements on page 64)

The pre-law student is expected to declare a major after the first two years of study.

Pre-Medicine

The pre-medical student may earn a degree in any field of concentration offered at North Georgia College. Normally the pre-medical curriculum requires a minimum of 75 quarter hours of physical science in order to satisfy requirements for admission to medical college. However, it should be emphasized that pre-

medical students are urged to develop strong backgrounds in the humanities and social sciences.

A student may apply for admission to medical college at the end of three years, provided minimum requirements for admission have been satisfied. Preference is given, however, to those students who have completed a baccalaureate program. The pre-medical course of study is provided to allow those students admitted to an accredited medical college at the end of three years to use credits earned during the first year of medical college to complete requirements for a degree from North Georgia College. Students who are admitted to medical college after four years must meet all requirements for a degree at North Georgia College. The pre-medical program is designed to provide counseling and to aid students in preparing for a medical career. It is not an academic major.

Specific courses for the pre-medical student will be assigned by the pre-medical adviser during the freshman and sophomore years. Courses will be assigned by the student's major professor, with the approval of the pre-medical adviser, during the junior and senior years.

General Education Requirements:

- Physical Education (Basic Military for Men)
- English 101-102 or 105H
- English 203-204 or 205-206
- History 101-102
- Political Science 101
- Psychology 101
- Biology 101-102, 220

Language Requirement:

French or German, 15 hours. See Page 64.

Other Requirements:

- Chemistry 121, 122, 123, 204, 331, 332, 333 or 340
- Physics 223, 224, 225
- Biology 321, 400 or 401
- Advanced Military Science (Men) (9 hours)
- History 100*

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Pre-Medical Technology

Below is found the standard three-year pre-medical technology program available at North Georgia College. The college is affiliated with several hospitals in this area whose schools of medical technology are approved by the American Society of Clinical Pathologists. After the satisfactory completion of the year of training in one of these schools and after passing the examination given by the Registry of Medical Technologists, North Georgia College will grant the Bachelor of Science Degree.

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101
Physics 223, 224
Psychology 101
Mathematics 106-111 or 113H

Language Requirement:

German or French 101-102-211 or 211-212. See Page 64.

Major Courses:

Biology 101-102, 220, 221, 320, 321, 324

Minor Field:

Chemistry 121, 122, 123, 200, 204
(Chemistry 101-102 may be substituted for 121-122 as determined by placement test.)

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100*

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Senior Pre-Medical Technology

A student having completed the program outlined above, and who remains at North Georgia College for the fourth year, should complete a major in biology or chemistry and take other courses as advised by the faculty head of the department in which the student has selected a major. At least 45 quarter hours must be completed during the senior or fourth year.

TWO-YEAR PRE-PROFESSIONAL ALLIED HEALTH PROGRAMS

North Georgia College offers two-year pre-professional work in the following Allied Health Programs: Medical Records, Dental Hygiene and Radiology. The following courses provide for a Core Curriculum that can be transferred for further work in these disciplines:

- I. Humanities, including, but not limited to, grammar and composition and literature20 hours
The following courses may fulfill requirements for this area.

English 101-102 or 105H*

English 203-204 or English 205-206

- II. Mathematics and the natural sciences, including, but not limited to, mathematics and a 10-hour sequence of laboratory courses in the biological or physical sciences20 hours
The following courses may be considered to fulfill the requirements in Math.

Math 106, 111, 113H

The science requirement must be taken in a laboratory science. Ten hours of Science must be taken in a sequential study. The ten-hour sequence in Science may be fulfilled by any of the following sequences:

Biology 101-102

Chemistry 101-102 or Chemistry 121-122

Physics 101-102; Physics 223-224; or

Physics 223-225.

In order to complete 20 quarter hours the student may take any additional five-hour course in Biology, Chemistry, Physics, or Math at the 100 or 200 level.

- III. Social sciences, including, but not limited to, history and American government20 hours
The following courses may fulfill requirements in this area.

100-200 level courses in History

Political Science 101

Sociology 100, 205

Psychology 101

Economics 151, 152

IV. Courses appropriate to the major field of the individual student30 hours

10 hrs. sequence in Chemistry**

10 hrs. sequence of Biology

5 hrs. Speech

5 hrs. Psychology or Sociology

*Students who choose the Honors course in English may complete the twenty-hour requirement for Humanities by substituting one five-hour course in Language or one five-hour elective in English, not including English 211 (Speech).

**The sequence should be of a quality acceptable for work on a major in the area. If this sequence has been taken to satisfy Group II requirements, it may be used for electives of the student's choice.

Pre-Dental (Two Years)

The minimum requirements for admission to dental school are at least 90 quarter hours.

General Requirements:

English 101-102 or 105H

English 203-204 or 205-206

Biology 101-102

Math. 106-111

Chemistry 121-122

Chemistry 200

Physics 101-102 or 123-124

Electives to complete 90 hours

Pre-Pharmacy (Two Years)

General Requirements:

English 101-102 or 105H

English 203-204 or 205-206

Mathematics 106-111 or 113H

Chemistry 121, 122, 123

History 101-102

Political Science 101

Business Administration 151

Other Requirements:

Biology 101-102, 220

Physics 223

Electives to complete 90 hours

Pre-Physical Therapy

Pre-Physical Therapy students should be advised by the Biology faculty from the first year.

DEPARTMENT OF BIOLOGY**MAJOR IN BIOLOGY****General Education Requirements:**

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Math. 106-111 or 113H

Political Science 101

Psychology 101

Physics 223, 224 or 225

Language Requirement:

German or French 101-102-211 or 211-212. See Page 64.

Major Courses:

Biology 101-102, 220, 221, 222, 320, 321, 401, plus two courses (10 hours) chosen under the direction of the Head of the Department.

Minor Field:

Chemistry 121-122 (or 101-102)*, 123 and 331, 332 or 200, 311.

*As determined by Chemistry Placement Test.

Other Requirements:

Advanced Military Science (Men) (18 hours)

History 100**

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

**This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Biology majors must take the Graduate Record Examination.

SECONDARY TEACHER EDUCATION PROGRAM IN BIOLOGY

GENERAL EDUCATION REQUIREMENTS:

English 101-102 (Composition and Rhetoric) or English 105H (Honors)
English 203-204 (English Literature) or English 205-206 (World Literature)
History 100 (Survey of American and Georgia History) and History 101-102 (Western Civilization)
Political Science 101 (American Government)
Psychology 101 (General Psychology)
Physics: 223 (Mechanics) and 224 (Electricity)
General Biology 101-102
Mathematics 106-111

LANGUAGE:

German or French Preferred; Spanish

AREA OF CONCENTRATION:

Biology:

Invertebrate Zoology 220
Botany 221 and 222
Genetics 320
Comparative Vertebrate Anatomy 321
Entomology 325

Chemistry:

General Chemistry 121, 122*; (or 101-102)
Qualitative Analysis 123
Organic Chemistry (Brief Course) 200

PROFESSIONAL EDUCATION REQUIREMENTS:

Education 204 (Introduction to Education)
Education 305 (Educational Psychology)
Education 311c (High School Curriculum)
Education 421c (Methods and Materials for High School Grades)
Education 431c (Student Teaching in High School)

OTHER REQUIREMENTS:

Physical Education (Basic Military for Men)
Laboratory Practices** (Taught by Department of Biology)
Electives (to bring total number of credit hours to at least 195 hours)

*Chemistry 101-102 may be substituted for Chemistry 121-122 on the basis of a departmental test.

**A Course in Laboratory Practices. The student serves as a regular departmental laboratory assistant. For each two hours served in

the laboratory he receives one quarter-hour credit. One quarter-hour credit will also be earned for one hour of lecture-discussion on laboratory practices and procedures. Ordinarily, the student will earn two quarter hours per quarter for three quarters.

A Minor in Biology

A minor in biology consists of Biology 101, 102, 220, 221, 320, and one other course as approved by the Head of the Department. Any deviation from this must be approved by both major and minor professors.

COURSES IN BIOLOGY

101. GENERAL BIOLOGY. 5 hours

Fall, Winter, Spring and Summer Quarters.

An introductory course presenting the fundamental principles of biological sciences as revealed by a study of selected plants and animals. Histology, anatomy, and physiology are stressed. Laboratory work includes the use of the microscope, a brief survey of the major groups of plants and animals, and the dissection of a vertebrate. Four lectures and one two-hour laboratory each week.

102. GENERAL BIOLOGY. 5 hours

Fall, Winter, Spring and Summer Quarters.

Prerequisite: Biology 101.

A continuation of Biology 101, dealing with reproduction, embryology, genetics, evolution, ecology, and communicable diseases. Four lectures and one two-hour laboratory each week.

220. INVERTEBRATE ZOOLOGY. 5 hours

Fall, Spring and Summer Quarters.

Prerequisites: Biology 101 and 102.

This course precedes other upper-level courses in the department. The structure and activities of lower animals will be stressed. The student will acquire dissection techniques and a knowledge of the phylogenetic relationships of the invertebrate animals. Three lectures and two two-hour laboratory periods per week.

- 221, 222. BOTANY. 5, 5 hours

Fall, Winter and Summer Quarters.

Prerequisite: Biology 101.

A survey of the plant kingdom with emphasis upon the economic plants. Botany 221 deals primarily with the structure and physiology of seed-bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction, and relationships. Four hours of lecture and one two-hour laboratory period each week.

301. LOCAL FLORA (Botany). 5 hours

Spring Quarter

Prerequisites: Biology 221 and 222.

A study in identification and recognition of local plants. Three hours of lecture and two two-hour laboratory periods per week.

320. GENETICS. 5 hours

Fall and Winter Quarters.

Prerequisite: Biology 220, or Permission of the Head of the Department.

A study of the principles of heredity in plants and animals, with applications to human heredity. Four lectures and one two-hour laboratory period per week.

321. COMPARATIVE ANATOMY OF THE
VERTEBRATES. 6 hours

Winter Quarter. Prerequisite: Zoology 220.

A course especially for pre-medical students and biology majors who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory. Three lectures and two three-hour laboratory periods per week.

323. HUMAN ANATOMY AND
PHYSIOLOGY. 5 hours

Fall Quarter. Prerequisite: Biology 220.

One course in inorganic chemistry recommended.

An advanced course in the general structure and function of the human body. Four lectures and one two-hour laboratory period per week.

324. INTRODUCTORY BACTERIOLOGY. 6 hours

Fall Quarter. Prerequisites: Two courses in chemistry and Biology 221.

Introduction to bacteriological principles and techniques will be given. The course is designed for students in home economics and for technicians and biology majors. Four lectures and two two-hour laboratory periods per week.

325. ENTOMOLOGY. 5 hours

Spring Quarter. Prerequisite: Biology 220.

A study is made of the insects and related arthropods as they affect the public health and animal and plant industry. This course is planned for biology majors, especially those who may wish to go into public health work. Three lectures and two two-hour laboratory periods per week.

326. ECOLOGY. 5 hours

Spring Quarter. Prerequisite: Biology 220.

A study of the principles of ecosystem ecology. Three lectures and two two-hour laboratory periods per week.

400. ANIMAL HISTOLOGY. 5 hours

Winter Quarter. Prerequisite: Biology 321.

A study of histological structure of organ systems in the higher vertebrate groups. Three lectures and two two-hour laboratory periods per week.

401. GENERAL EMBRYOLOGY. 5 hours

Spring Quarter. Prerequisite: Biology 321.

A study of the germ cells and early development stages of vertebrates. Emphasis is placed on organology of the chick, pig, and man. Three lectures and two two-hour laboratory periods per week.

410, a, b, c. INDEPENDENT STUDIES. 1 hour

Offered on a voluntary basis to qualified biology majors during the senior year by permission of the Head of the Department. The student will pursue advanced study under the supervision of a staff member.

DEPARTMENT OF BUSINESS ADMINISTRATION

The general purpose of the Department of Business Administration is to provide a program of both liberal and specialized education that will prepare our students for beginning useful careers as business leaders or high school teachers of increasing responsibility.

The specific purposes of the Department of Business Administration are:

1. To provide the knowledge and analytical techniques that are essential to successful employment after graduation.

2. To develop within the student the qualities of vigor of mind and imagination and the ability to work with and to lead others.

3. To prepare students for the successful pursuit of graduate study in business administration, economics, or business education.

4. To contribute to the development of student character that provides greater assurance of their adherence to high principles under conditions of stress.

5. To contribute to the development of the student's ability to be open minded and his willingness to continue to grow on his own initiative and to respond desirably to change.

Major in Business Administration

A student enrolling in the Department of Business Administration has the option of pursuing a major in general management or a teaching major in business education or selecting a concentration from the areas of accounting, economics, and secretarial studies.

Business Administration—General Management

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Political Science 101

Science, 15 hours

Mathematics 106-111 or 113H

Language Requirement:

Modern Foreign Language or Approved Substitutes, 10-15 hours.

Major Courses:

Business Administration 302, 340, 350, 360, 362, 420, 460, 465, 480, 490, and 495.

Field of Concentration:

None

Other Requirements:

Business Administration 151, 152, 206, 207, and 216.

Advanced Military Science (Men) (18 hours)

History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Business Administration—Accounting Concentration**General Education Requirements:**

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Political Science 101

Science, 15 hours

Mathematics 106-111 or 113H

Language Requirement:

None

Major Courses:

Business Administration 302, 340, 350, 360, 362, 420, 460, 465, and 490.

Field of Concentration:

Business Administration 380, 385, 390, 395, 425, and 426.

Other Requirements:

Business Administration 151, 152, 206, 207, and 216.

Advanced Military Science (Men) (18 hours)

History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Business Administration—Economic Concentration**General Education Requirements:**

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101
Science, 15 hours
Mathematics 106-111 or 113H

Language Requirement:

Modern Foreign Language or Approved Substitutes, 10-15 hours.

Major Courses:

Business Administration 302, 340, 350, 360, 362, 420, 460, 465, 480, and 490.

Field of Concentration:

Business Administration 370, 375, 440 or 445 or 450.

Other Requirements:

Business Administration 151, 152, 206, 207, and 216.
Advanced Military Science (Men) (18 hours)
History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Business Administration—Secretarial Studies Concentration**General Education Requirements:**

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Mathematics 106 or 113H
Political Science 101
Science, 15 hours

Language Requirement:

None

Major Courses:

Business Administration 302, 350, 362, 420, 460, 465, 480, 490,
and 495.

Field of Concentration:

Business Administration 312, 314, 315, 320, 321, 322, 418, and
424.

Other Requirements:

Business Administration 151, 152, 206, 207, and 216.

Advanced Military Science (Men) (18 hours)

History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

BUSINESS EDUCATION PROGRAMS

The objective of these programs is to prepare teachers of business subjects for high schools. The program for comprehensive certification is designed to prepare well-qualified teachers of all high school business subjects including shorthand. The program for bookkeeping and business management certification is designed to prepare well-qualified teachers of all high school business subjects with the exception of shorthand. Each program provides an appropriate balance of general education, business administration content, secretarial or clerical skills, and professional education courses. Both programs meet the certification requirements of the State Department of Education, and the graduate will be eligible for the T-4 Certificate.

SECONDARY TEACHER EDUCATION PROGRAM IN BUSINESS EDUCATION FOR COMPREHENSIVE CERTIFICATION

• (For students wishing to teach high school business subjects, including shorthand)

GENERAL EDUCATION REQUIREMENTS:	Quarter	Hours
		55-65
Physical Education (Basic Military for Men)	10	
English 101-102 (Composition and Rhetoric) or English 105H (Honors)	5-10	
English 203-204 (English Literature) or English 205-206 (World Literature)	10	
History 101-102 (Western Civilization)	10	
Political Science 101 (American Government)	5	
Science (A sequence of two courses in Biology, Chemistry, or Physics)	10	
Mathematics 106-111 (College Algebra and Trigonometry)		
or Mathematics 113H (Honors)	5-10	

Language Requirements:
None

PROFESSIONAL EDUCATION REQUIREMENTS:	35
Education 204 (Introduction to Education)	5
Education 305 (Educational Psychology)	5
Education 311c (High School Curriculum)	5
Education 421c (Methods and Materials for High School Grades)	5
Education 431c (Student Teaching in High School)	15

TEACHING MAJOR REQUIREMENTS: 31

Business Administration 312 ¹ -314-315 (Typewriting)	6
Business Administration 321-322 (Shorthand)	10
Business Administration 362 (Business Law)	5
Business Administration 418 (Office Machines)	5
Business Administration 424 (Secretarial and Office Practice)	5

OTHER REQUIREMENTS: 30

Business Administration 151 (Principles of Economics)	5
Business Administration 206-207 (Principles of Accounting)	10
Business Administration 216 (Business Communications)	5
History 100 ² (History of Georgia) or Business Administration 210 (Electronic Data Processing)	5
Business Administration 420 (Business Organization and Management)	5

ELECTIVES: 49-39

Advanced Military and electives³ (Men) and electives³ (Women) to provide a total of 200 quarter hours

¹Not open to students having more than one year of high school credit in typewriting.

²This requirement may be met by special examination.

³To include two electives from Business Administration 350 (Marketing), Business Administration 421 (History and Philosophy of Vocational Education), and English 211 (Public Speaking), or Psychology 101 (General).

SECONDARY TEACHER EDUCATION PROGRAM IN BUSINESS EDUCATION FOR BOOKKEEPING AND BUSINESS MANAGEMENT

(For students wishing to qualify to teach high school business subjects other than shorthand)

GENERAL EDUCATION REQUIREMENTS: 55-65

Physical Education (Basic Military for Men)	10
English 101-102 (Composition and Rhetoric) or English 105H (Honors)	5-10
English 203-204 (English Literature) or English 205-206 (World Literature)	10
History 101-102 (Western Civilization)	10

Political Science 101 (American Government)	5
Science (Sequence of two courses in Biology, Chemistry, or Physics)	10
Mathematics 106-111 (College Algebra and Trigo- nometry) or Mathematics 113H (Honors)	5-10

Language Requirements:

None

PROFESSIONAL EDUCATION REQUIREMENTS: 35

Education 204 (Introduction to Education)	5
Education 305 (Educational Psychology)	5
Education 311c (High School Curriculum)	5
Education 421c (Methods and Materials for High School Grades)	5
Education 431c (Student Teaching in High School)	15

TEACHING MAJOR REQUIREMENTS: 26

Business Administration 312 ¹ -314-315 (Typewriting)	6
Business Administration 340 (Mathematics of Business and Economics)	5
Business Administration 362 (Business Law)	5
Business Administration 418 (Office Machines)	5
Business Administration 420 (Business Organization and Management)	5

OTHER REQUIREMENTS: 30

Business Administration 151 (Principles of Economics)	5
Business Administration 206-207 (Principles of Accounting) and Business Administration 380 (Intermediate Accounting)	15
Business Administration 216 (Business Communications)	5
History 100 ² (History of Georgia) or Business Administration 210 (Electronic Data Processing)	5

ELECTIVES: 49-39

Advanced Military and electives³ (Men) and
electives³ (Women) to provide a total of
195 quarter hours

¹Not open to students with more than one year of high school credit
in typewriting.

²This requirement may be met by special examination.

³To include two electives from Business Administration 210 (Elec-
tronic Data Processing), Business Administration 350 (Marketing),

Business Administration 421 (History and Philosophy of Vocational Education), Business Administration 495 (Personnel Management), Business Administration 465 (Financial Management), Business Administration 480 (Retailing Management), and Psychology 101 (General) or English 211 (Public Speaking).

COURSES IN BUSINESS ADMINISTRATION

151. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, and Spring Quarters.

This course provides an introduction to economic analysis by presenting an overall picture of the operation of our economy. Specific topics covered include economic institutions of American capitalism, employment theory, fiscal policy, money and banking, and economic growth.

152. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, and Spring Quarters.

Prerequisite: Business Administration 151.

A study of economics which concentrates on the determination of prices in competitive and monopolistic markets, distribution of income along functional lines, international trade, and comparative economic systems.

206. PRINCIPLES OF ACCOUNTING. 5 hours

Fall, Winter, and Spring Quarters.

An introductory course in standard accounting practice. Recognized procedures and conventions are used in recording, analyzing and interpreting financial records. Emphasis is placed on the proprietorship form of business organization. Three lectures and two two-hour laboratories each week.

207. PRINCIPLES OF ACCOUNTING. 5 hours

Fall, Winter, and Spring Quarters.

Prerequisite: Business Administration 206.

A continuation of Business Administration 206 with emphasis on the partnership and corporate forms of business organizations. In addition, manufacturing operations and further analytical processes are studied. Three lectures and two two-hour laboratories each week.

**210. ELECTRONIC DATA PROCESSING AND
INFORMATION SYSTEMS.****5 hours***Fall and Winter Quarters.***Prerequisites:** Business Administration 206 and 207.

A study of the basic principles of electronic data processing from the point-of-view of their application to the assembling, storing, and processing of business and economic data appropriate to decision making. Increased efficiency in decision making under conditions of uncertainty will be stressed through the utilization of simulation and the systems approach. Problems in management science necessitating the use of the computer will be programmed and processed.

216. BUSINESS COMMUNICATIONS.**5 hours***Fall and Winter Quarters.***Prerequisites:** English 101 and 102.

Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, application letters and business reports. The course considers the problems of the businessman in communicating through the written word.

302. ECONOMIC GEOGRAPHY.**5 hours***Winter Quarter.*

A study of the effects of man's environment on his economic activity to develop a basis for a better understanding of world production in agriculture, forestry, mining, and manufacturing. Distribution of the world's physical features, mineral resources, soils, and climates are major topics emphasized; while the economic geography of selected places in various parts of the world is considered in greater detail.

312. BEGINNING TYPEWRITING.**2 hours***Fall Quarter.*

An introductory course in typewriting. Major emphasis is given to the techniques of machine operation, speed, accuracy, and continuity and control of movement in the development of usable typewriting skills. Business-letter forms and problem typewriting are introduced.

314. INTERMEDIATE TYPEWRITING. 2 hours

Winter Quarter.

Prerequisite: Business Administration 312.

A continuation of Business Administration 312. Further study of the theory and techniques of typewriting, including a thorough study of business-letter forms, tabulated material, and manuscripts. Successful completion of this course requires a speed of 45 words a minute.

315. ADVANCED TYPEWRITING. 2 hours

Spring Quarter.

Prerequisite: Business Administration 314.

A continuation of 314. Major emphasis is on the development of speed and accuracy sufficient for vocational use. Successful completion of this course requires a speed of 60 words a minute.

320. BEGINNING SHORTHAND. 5 hours

Fall Quarter.

The theory of Gregg Shorthand with sufficient practice to develop skill in taking dictation at a speed of 60 words a minute. Secretarial duties and traits are given some consideration. Personal use as well as vocational values are emphasized. Credit not given until Business Administration 321 is completed.

321. INTERMEDIATE SHORTHAND. 5 hours

Winter Quarter.

Prerequisite: Business Administration 320.

A continuation of Business Administration 320. Sufficient practice is provided to develop skill in taking dictation at a speed of 80 words a minute.

322. ADVANCED SHORTHAND. 5 hours

Spring Quarter.

Prerequisite: Business Administration 321.

A continuation of Business Administration 321. Rapid dictation and transcription are the major objectives. A dictation speed of 100 words a minute is required.

330. CONSUMER ECONOMICS. 5 hours

Spring Quarter.

This course is designed for teachers as well as for those who desire a detailed study of consumer problems. The more important elements of consumer education are reviewed, including consumer goods, consumers' services, buying problems, consumer organization, problems of personal finance, and well-balanced spending programs.

340. MATHEMATICS OF BUSINESS AND ECONOMICS. 5 hours

Fall Quarter.

Prerequisites: Business Administration 151 and Mathematics 106 and 111.

A study of mathematical topics which have relevance for students whose major is in one of the management-economic areas. Topics included are linear systems, logarithms, mathematics of finance, and differential and integral calculus.

350. PRINCIPLES OF MARKETING. 5 hours

Fall Quarter.

Prerequisites: Business Administration 151 and 152.

A functional study of market organization designed to introduce the student to the major institutions and basic theory in the field of marketing. Different levels of marketing, organizations operating at each level and their functions, price policy, marketing cost, and relative efficiency of various marketing methods are the principal topics emphasized.

360. PRINCIPLES OF STATISTICS. 5 hours

Winter and Spring Quarters.

Prerequisites: Business Administration 151 and 152.

A course in statistical materials and methods with special reference to the economic applications of these methods. Topics covered will include collection, tabulation, and presentation of data; sampling theory; frequency distribution; averages; dispersion and skewness; index numbers; and the analysis of time series, correlation methods, confidence limits, and tests of significance.

362. BUSINESS LAW. 5 hours

Spring Quarter.

Prerequisites: Business Administration 151 and 152.

A study of contracts; sales; bailments; negotiable instruments; the law of employment, partnership, and corporations; and risk-bearing devices. Several digests of decided cases are studied with each topic to make the discussion of principles specific and meaningful. Reference is made to modern legislation affecting business and employers.

370. INTERMEDIATE ECONOMIC ANALYSIS. 5 hours

Fall Quarter.

Prerequisites: Business Administration 151 and 152.

An intensive study of price theory and its uses. Specific topics covered include the theory of demand, the theory of the firm, pricing in competitive and monopolistic markets, and the pricing of economic resources.

375. MACROECONOMIC ANALYSIS. 5 hours

Winter Quarter.

Prerequisites: Business Administration 151 and 152.

An intensive study of the measurement analysis and control of aggregate economic activity. The economic principles underlying national income, business cycles, and growth are examined; and particular attention is given to problems involved in formulating appropriate economic policies.

380. INTERMEDIATE ACCOUNTING. 5 hours

Fall Quarter.

Prerequisites: Business Administration 206 and 207.

An advanced study of the accounting theory, principles, and procedures of corporate, partnership, and proprietorship forms of business. This includes the fundamental accounting processes, financial statements, working capital items, valuation procedures, current liabilities, investment, and plant and equipment acquisition and use.

385. INTERMEDIATE ACCOUNTING. 5 hours

Winter Quarter.

Prerequisites: Business Administration 380.

A continuation of Business Administration 380 providing depth

and breadth of theory coverage. Major emphasis is devoted to accounting for intangibles, long-term debt, corporate capital, paid-in capital, retained earnings, analytical processes, and statements of applications of funds.

390. ADVANCED ACCOUNTING. 5 hours

Spring Quarter.

Prerequisites: Business Administration 385.

A more advanced study of accounting procedures with attention given to the more difficult and specialized phases that arise in consignment, installment sales, larger organizations, consolidations, estates and trusts, and actuarial science.

395. AUDITING. 5 hours

Spring Quarter, 1971.

Prerequisites: Business Administration 206 and 207.

A course in the theory and practice of professional and general auditing. The student will gain the basis for the expression of a general opinion regarding the conformity with accepted accounting procedure of statements prepared by a corporation or other forms of business organization. Auditing standards, internal control, government regulation, and formal report writing are other major topics emphasized.

418. OFFICE MACHINES. 5 hours

Spring Quarter, 1970.

Prerequisites: Business Administration 315 and 322.

An introductory course covering various types of office machines and their use. Students receive instruction and do individual work on adding, calculating, transcribing, posting, direct process and indirect process duplicating machines, and other machines in common use in modern business offices.

420. INDUSTRIAL MANAGEMENT. 5 hours

Winter Quarter.

Prerequisites: Business Administration 151 and 152.

This course is designed to familiarize students with the functions of the management process. Major emphasis is devoted to planning, organizing, and controlling and their subfunctions. Attention is given to the new techniques and tools of planning including electronic computers.

421. HISTORY AND PHILOSOPHY OF VOCATIONAL
AND BUSINESS EDUCATION. 5 hours

(On Demand).

This course is designed to acquaint students with the philosophy and principles of vocational education in general and vocational business education specifically; federal financial support and other encouragement; organization, administration, and supervision of vocational education including its coordination based upon the potential support of various agencies; and specific problems in relevant areas including guidance and performance standards.

424. ADVANCED SECRETARIAL PRACTICE. 5 hours

Fall Quarter.

Prerequisites: Business Administration 315 and 322.

This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Various activities of the modern office will be observed with special emphasis placed on the principles, procedures, and systems of filing with sufficient practice with laboratory sets to develop facility and skill.

425. INCOME TAX ACCOUNTING. 5 hours

Winter Quarter.

Prerequisites: Business Administration 206 and 207.

A study of federal income tax laws. The various types of returns are studied and emphasis is placed on the determination of income and legal deductions in order to determine taxable net income.

426. COST ACCOUNTING. 5 hours

Spring Quarter, 1970.

Prerequisites: Business Administration 206 and 207.

A study of the theory and practice of accounting for the costs of manufacturing and selling. The treatment of labor, material, and overhead are given detailed consideration. Designed to develop an appreciation of the uses of cost information in the management and control of business organization.

430. SALESMANSHIP. 5 hours

(On Demand).

A study of scientific methods of salesmanship. Analysis of prospects, knowledge of merchandise and its uses, preparation of sales

talks, methods of approach and securing attention and interest, methods of handling objections and closing sales, and the selection and training of salesmen are the major topics emphasized.

440. COMPARATIVE ECONOMIC SYSTEMS. 5 hours
(*On Demand*).

The institutional structure of each of the major economic systems is described and analyzed. Comparisons are made with a view toward an evaluation of each system's ability to serve the needs of man.

445. DEVELOPMENT OF ECONOMIC
THOUGHT. 5 hours
Winter Quarter.

Prerequisites: Business Administration 151 and 152.

A study of the development of economic ideas with major emphasis on writers beginning with the Mercantile School and continuing through the Keynesian School. The purpose of the course is to establish a synthesis of evolving doctrines which have the basis of currently accepted economic theory.

450. PUBLIC FINANCE. 5 hours
Spring Quarter.

Prerequisites: Business Administration 151 and 152.

A study of the principles and techniques of government debt; specific tax and non-tax revenues; and expenditures at the national, state and local levels. Emphasis is given to the rationale of government expenditure in a free enterprise economy, the problems of budgeting and economy in the government, and the effects of fiscal policy and management on both the individual citizens and the economy as a whole.

460. MONEY AND BANKING. 5 hours
Fall and Winter Quarters.

Prerequisites: Business Administration 151 and 152.

A study of the basic principles and concepts of money and credit and their importance in the present economy. The major topics emphasized are the key role of the commercial banking system in our economy, central banking as a means of expanding and stabilizing the supply of money and credit, monetary theory, monetary and fiscal

policies, international banking and finance, and other banking and credit institutions.

465. BUSINESS FINANCE. 5 hours

Winter Quarter.

Prerequisites: Business Administration 151, 152, 206, and 207.

A study of financial organization and management from the standpoint of the chief financial officer of an operating business. Major topics emphasized are choosing a form of organization, planning and managing assets, planning the financial structure, managing short-and intermediate-term funds, managing long-term funds, and valuing business enterprises.

470. INVESTMENT MANAGEMENT. 5 hours

(On Demand).

Prerequisites: Business Administration 151 and 152.

The purpose of the course is to provide training in the formulation of investment programs and the determination of policy adapted to the student's individual needs. The principal topics studied include sources of information for the investor, types of securities, security markets and their operation, movement of security prices, types of industries and their characteristics, analysis of financial statements, and investment principles and safe-guards.

480. RETAILING MANAGEMENT. 5 hours

Spring Quarter.

Prerequisites: Business Administration 151 and 152.

A study of the organization, planning, policies, procedures, problems, and controlling of the various types of retailing institutions. The major topics emphasized include the selection of retailing locations; organization of retailing establishments; merchandising policies and procedures; retailing services; and the selection, training, compensation and supervision of retailing personnel.

490. LABOR ECONOMICS. 5 hours

Fall and Winter Quarters.

Prerequisites: Business Administration 151 and 152.

A study of the origin of the labor movement; population and the labor force; organized labor; union organization and manage-

ment; collective bargaining; and the problems of unemployment, full employment, wage theory and policies, and labor legislation. The various theories of the labor movement and current collective bargaining problems are considered.

495. PERSONNEL MANAGEMENT.

5 hours

Winter and Spring Quarters.

Prerequisites: Business Administration 151 and 152.

A study of the principles and procedures of the recruitment, selection, and placement of a labor force. Treatment of grievances, problems of collective bargaining, compensation policies, merit rating, promotion, transfer and discharge, training, and personnel records are the topics of emphasis.

498. BUSINESS AND ECONOMIC POLICY
DECISION PROBLEMS.

5 hours

Spring Quarter.

Prerequisite: Senior Standing in Business Administration.

Offered on a voluntary basis to qualified seniors through the permission of the Head of the Department. Investigation, conducted independently or collectively by small groups of select students under the supervision of a staff member, will involve some of the fundamental problems of policy decision appropriate to the capability and interests of the students concerned.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers courses leading to two levels: the professional major (12-15 courses) and the non-professional major (8 courses). The difference in the professional major and the non-professional major is explained below.

THE PROFESSIONAL CURRICULUM IN CHEMISTRY

If a student pursues the professional curriculum, it is presumed that the student wishes to become a professional chemist. Excellent employment is available if the student completes the B.S. degree; however, the student is strongly urged to secure the M.S. or Ph.D. degree at some institution of higher learning in preparation for his career in chemical or industrial research. Since the Bachelor of Science degree in chemistry is rather demanding in scientific knowledge, skills as well as mathematics, he should maintain a general average of B at least in the upper division. If he should not do so he will be asked to shift to the less demanding non-professional major in chemistry. The non-professional degree will not qualify a student for graduate school and his laboratory employment would be in the nature of that of a technician.

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101 and one other course
Mathematics 106-111 or 113H

Language Requirement:

German 101, 102, 211. See Page 64.

Major Courses:

Chemistry 121, 122, 123, 204, 331, 332, 333, 341, 342, 343,
421, 441

Minor Field:

Biology, Physics or Mathematics, 20 hours.

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100*
Physics 223, 224, 225, 240

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

THE NON-PROFESSIONAL CURRICULUM IN CHEMISTRY

This curriculum is designed for those students who wish to study chemistry but who will probably not follow chemistry as a profession in chemical research. Such students might feel that chemistry would contribute toward a related profession. The student may be interested in a pre-medical or pre-engineering career, a military career, a career as a laboratory technician, or a career in high school teaching or chemical sales. Although high scholarship is to be sought, the non-professional curriculum is less demanding in breadth of courses in chemistry and mathematics than is the professional curriculum.

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Political Science 101

Mathematics 106-111 or 113H

Physics 101-102 or Physics 223-224

Biology 101-102

Language Requirements:

15 hours. See Page 64.

Major Courses:

Chemistry 121, 122, 123, 204, 331, 332, 340, and one other course.

Minor Field:

Physics 223, 224, 225, 240

Mathematics 122, 245, 246, 247

Biology 220, 320, 221 and one other course.

Other Requirements:

Advanced Military Science (Men) (18 hours)

History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAM IN CHEMISTRY

I. General Education

A. Humanities

1. English 101, 102, or 105H
2. English 203, 204 or 205, 206

B. Mathematics and Natural Science

1. Mathematics 106, 111, or 103H
2. General Biology 101, 102 or
General Physics 101, 102 or 223, 224

C. Social Science

1. History 101, 102
2. Political Science 101*
3. History 100*

*A student may exempt by examination from Political Science 101, History 100, or both. In this event, the student may substitute approved courses in Social Science or Economics to meet core curriculum requirements in this area.

II. Professional Education

Education 204, 305, 311C, 421C, 431C

(Education 431C, Student Teaching in the Secondary Grades, is required of all pre-service trainees. Students who have had at least one year of teaching experience may, upon approval of the Head of the Education Department and the Dean, substitute approved electives for this requirement.)

III. Teaching Field

General Chemistry 121, 122, 123

Analytical Chemistry 204

Organic Chemistry 331, 332

Biochemistry 311

Physical Chemistry 340

IV. Other Requirements

German 101, 102, 211, or 211, 212

or

French 101, 102, 211, or 211, 212

A student may exempt by examination from any language 101-

102 course by examination. The language requirement is then reduced to 10 hours.

Basic Military Science (for men)

Physical Education

Advanced Military Science (for men)

- V. Students will offer specific approved electives to bring the total credit hours to at least 195, including basic military science and physical education.

A MINOR IN CHEMISTRY

A minor in chemistry consists of Chemistry 121, 122, 123, 200, and 311. Any departure from these five courses must be with the consent of both the major and minor professors.

COURSES IN CHEMISTRY

101, 102. INTRODUCTORY CHEMISTRY 5, 5 hours

These courses are primarily for non-science majors. However, many students who need some chemistry such as home economics, pre-forestry, pre-agriculture may take these courses. The basis of assignment to Chemistry 101 and 102 or 121 and 122 will be a standardized placement test in chemistry and other scores. Courses 101 and 102 will best suit the needs of those students who do not have a strong background in high school chemistry, science, and mathematics. Four hours' lecture and one three-hour laboratory period per week.

121, 122, 123. GENERAL CHEMISTRY AND QUALITATIVE ANALYSIS 5, 5, 5 hours

Admission of these three courses will be by a standardized placement test and other scores. Normally these three courses would be taken by all science majors. (Also note schedule for a minor in chemistry.)

These courses will emphasize theory and mathematical applications more than 101 and 102 and will have a physical chemistry emphasis. Normally the student will have had a year of high school chemistry and at least three years of high school mathematics as well as high school physics.

Chem. 121—Fall Quarter.

Four hours' lecture and one three-hour laboratory period per week.

Chem. 122—*Winter Quarter.*

Four hours' lecture and one three-hour laboratory period per week.

Chem. 123—*Spring Quarter.*

Three hours' lecture and two three-hour laboratory periods per week. The laboratory work of this course will consist of qualitative analysis.

204. QUANTITATIVE ANALYSIS (first course) 5 hours***Fall Quarter.***

This course will consist of an introduction to gravimetric, volumetric and simple instrumental methods. The student will perform a gravimetric chloride and sulfate or iron and a volumetric chloride and soda ash. The instruments studied are PH meter, colorimeter, electro analyzer and spectrophotometer. Students who should take or profit by taking this course are chemistry majors, biology majors, physics majors, and premedical students.

Two hours' lecture and three four-hour laboratory periods per week.

200. ORGANIC CHEMISTRY (Brief Course). 6 hours***Fall Quarter.***

Prerequisites: Chem. 101 and 102 or 121 and 122.

A short course in organic chemistry. Five lectures and one four-hour laboratory period per week. This course should fill the needs not only of biology students for a minor but also of those in the predoctoral, home economics, and medical technology programs.

331, 332. ORGANIC CHEMISTRY. 5, 5 hours***Fall, Winter Quarters.***

Prerequisite: Chemistry 123.

This course is designed to introduce the student to functional groups, the mechanisms of organic reaction and the interconversion of functional groups. Emphasis is placed on stereochemistry and conformational analysis. Four lectures and one laboratory per week for Chemistry 331, and three lectures and two laboratory periods per week for Chemistry 332.

333. ORGANIC CHEMISTRY. 5 hours

A study of sugars and amino acids including discussion of the applications of instrumental methods of analysis of organic chemis-

try. This course also introduces the student to the problems of organic synthesis. There lectures and two laboratory periods per week.

311. INTRODUCTION TO BIOCHEMISTRY. 5 hours

Winter Quarter.

This course is especially for Biology majors and is considered the fifth course in a minor. The course must follow either chemistry 200 or 231 and 232. It is recommended that premedical students do not take this course. Four hours' lecture and one three-hour laboratory period per week.

340. PHYSICAL CHEMISTRY (Brief Course). 6 hours

Fall Quarter.

This course is a non-calculus introduction to physical chemistry. The course is required of non-professional chemistry majors and should be taken by premedical students since this course furnishes much of the background for biochemistry at medical college. Four hours' lecture and two three-hour laboratory periods per week.

341, 342, 343. PHYSICAL CHEMISTRY. 6, 6, 6 hours

Fall, Winter, and Spring Quarters.

Prerequisites: Chemistry 204, 231, and 232, three quarters of general physics; two quarters of calculus.

A course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical kinetics and catalysis, colloids, and the phase rule are discussed. The laboratory work is intergrated with the course work, and some familiarity with recent physiochemical techniques will be acquired. Four hours' lecture and two three-hour laboratory periods each week.

421. INTERMEDIATE INORGANIC CHEMISTRY. 5 hours

Spring Quarter.

An extension of the study of inorganic chemistry begun in general chemistry and qualitative analysis. The presentation is based on the periodic table, and such matters as atomic structure of the elements, nature of the chemical bond, crystal systems and atomic configurations are discussed. Descriptive inorganic chemistry is also considered. Three hours' lecture and two three-hour laboratory periods per week.

431. INTRODUCTION TO ORGANIC ANALYSIS. 5 hours

The course will be devoted to qualitative organic analysis. This will be an extension of the identification done as part of the laboratory work of the basic year course in organic chemistry. Instrumentation such as the infra red spectrophotometer, the polarograph, the ultra violet spectrophotometer, the gas chromatograph, and other tools will be used to accomplish the stated objectives. Three hours' lecture and approximately eight hours of laboratory work per week.

441. INTERMEDIATE ANALYTICAL CHEMISTRY 5 hours

Winter Quarter.

The course begins with a brass analysis of Sn, Pb, Cu, Zn. This course also involves a study of chemical analysis with the use of instruments. The instruments included are the refractometer, polarimeter, titrimer, pH meter, polarograph, colorimeter and spectrophotometer. Three hours' lecture and six hours' laboratory per week.

451, a, b, c. INTRODUCTION TO CHEMICAL RESEARCH 2, 2, 2 hours

Prerequisite: Chemistry 343.

This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree, or for the research work for an advanced degree. It will consist of one or two lectures or conference hours per week throughout the senior year (9 months), together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week. The subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors and analysis of experimental data, and report writing. Reference will also be made to specialized research techniques. The laboratory work of the first quarter will consist of exercises in glass-blowing, the construction of glass equipment. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report.

461, a, b, c. INDEPENDENT STUDY 1, 1, 1 hour

Topics in the history of chemistry, a review of certain topics from all previous courses, and directed library readings. The student will report his work by class talks and written reports.

**471. MOLECULAR STRUCTURE AND
SPECTROSCOPY****5 hours**

This course will cover the use of various spectroscopic methods for examining molecular structure. The use of U.V., I.R, and X-ray will constitute the basis of laboratory work. Four lecture hours' and two three-hour laboratory periods each week.

DEPARTMENT OF EDUCATION

PROGRAMS OF TEACHER EDUCATION

To be eligible to receive a four-year professional teachers' certificate in Georgia one must complete a bachelor's degree program designed to meet the needs of teachers in a specific teaching field and be recommended by the college whose program has been completed. Each teacher-education program must have the approval of the State Department of Education. North Georgia College offers programs in:

Elementary Education

Junior High Grades Education

Secondary Education to include teaching fields in:

Business Education

English

Foreign Language—French

Mathematics

Science—Biology

Science—Chemistry

Science—Physics

Social Science—History

Social Science—Political Science

Social Science—Sociology

Course requirements for the elementary and junior high grades programs are found in the Education section of this catalog. Course descriptions of the programs in the teaching fields of secondary education are found in the part of the catalog devoted to that specific academic area.

ADMISSION REQUIREMENTS TO ENTER A TEACHER EDUCATION PROGRAM

A student is admitted to a teacher education program in the following manner. In the first quarter of the sophomore year interested students enroll in Education 204, *Introduction to Education*. While a member of this class every effort is made by the teacher to expose the students to the nature of the profession of teaching in all of its aspects—philosophical, historical and sociological. As a part of the content of this course, the student is administered the Minnesota Teacher Attitude Inventory (MTAI) which is designed to predict how well the teacher will get along with pupils in interpersonal relationships and, indirectly, how well satisfied he will be with teaching as a vocation.

To be eligible for admission to one of the teacher education

programs the following standards must be met. An applicant must:

1. Complete Education 204, Introduction to Education, with a grade of C or better.
2. Complete 80 or more quarter hours of credit with a quality-point ratio of 2.00 or better.
3. If a transfer student, have completed at least 15 hours of credit at North Georgia College before applying.
4. Possess physical and personal qualities appropriate for teaching.
5. Have a positive attitude toward teaching as a profession.
6. Attach to his teacher-education-application forms a letter, recommending admittance, signed by the head of the department of his main concentration area (applicable to high school grades and grades 1-12 only).
7. Have completed the Minnesota Teacher Attitude Inventory at North Georgia College.

ADMISSION PROCEDURES

If, after completing the course in *Introduction to Education*, a student decides to make application to one of the programs, two admission forms are obtained from the Head of the Department of Education. These forms are completed and submitted to the Chairman of the Teacher Education Admissions Committee which is a sub-committee of the Teacher Education Committee. Transfer students who have completed the *Introduction to Education* course elsewhere can, after having completed a quarter's work at the college, make formal application to enter the teacher education program. If the application is approved, the student is notified of his formal acceptance into the program. On the contrary, if he is rejected or if action on his application is deferred for any reason, the applicant is also notified.

Near the end of their junior year, students who wish to do student teaching in the next school year make application to do so. These applications are reviewed and processed by staff members in the Department of Education.

STUDENT TEACHING

Student teaching in all programs is done during the entire winter quarter and students are freed from any other course re-

quirement. During this time the student teacher's supervisor visits with him at intervals of slightly more than a week apart. A minimum of six visits is made to each student during the quarter. The length of these visits varies from one-half hour to three hours. The student teachers do not live on campus during this quarter.

A copy of the *Handbook for Student Teachers* will be distributed to all personnel involved in the student-teaching experience at the appropriate time.

SEPTEMBER FIELD EXPERIENCE

All pre-service Teacher-Education students are expected to participate in teaching experiences in their local schools prior to the beginning of the fall quarter of the senior year. Arrangements for this September field experience are planned jointly by the staff of the Education Department, the student, and the local school concerned. The prospective teacher spends two weeks in a public school in September before the college opens for the fall quarter as a volunteer, non-paid, staff assistant in exchange for the opportunity to observe a school opening, organizing, and beginning the school year's work.

RETENTION IN A TEACHER EDUCATION PROGRAM

One important aspect of the teacher education program is the constant vigilance exercised by all the staff involved to ensure that standards of quality are maintained.

The following standards must be maintained for continued retention in a program.

1. Compliance with rules and regulations prescribed for all students at North Georgia College.
2. Maintenance of sound physical, mental, and personal qualities appropriate for teaching.
3. The final successful completion of all professional education courses with an academic grade of C or better (These courses cannot be taken by correspondence or extension work).
4. Maintenance of a C average or better in the student's main area of concentration.

GUIDANCE OF TEACHER EDUCATION STUDENTS

The Head of the Department of Education has the responsibility of guiding students enrolled in elementary and grades 7-8-9

teacher education programs throughout their course work. Guidance of students in the high school and grades 1-12 programs will be shared jointly between the Head of the Department of Education and the head of the student's main concentration area. The overall responsibility for the conduct of any teacher-education program rests with the Head of the Department of Education.

LOCAL TEACHERS WHO SERVE AS DEMONSTRATION TEACHERS

Pat E. Helton **Sixth Grade, Riverview School**
B.S., North Georgia College; further study, Western Carolina College.

Kate Millsap **English, Gainesville Junior High School**
B.S., University of Georgia; M.A., Peabody College

Viola Pigg **Fourth Grade, Riverview School**
B.S., Peabody College; M.A., University of Georgia; further study, University of Colorado, University of Tennessee, and University of Georgia.

Eunice Reed **Science, Gainesville Junior High School**
B.S., Oglethorpe College; M.Ed., University of Georgia.

Ruth Waters **Social Studies, Gainesville Junior High School**
B.S., M.Ed., University of Georgia.

O'Neil Wells **First Grade, Riverview School**
B.S., M.S., Appalachian State College; further study, University of Georgia.

Margaret W. Wicht **Ninth Grade Mathematics**
Lumpkin County High School
B.S., M.S., Peabody College; further study, University of Georgia.

MAJOR IN ELEMENTARY EDUCATION

I. General Education

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

English 211 or 215

History 100

History 101-102 or two courses from History 251, 252, 253

Mathematics 106

Biology 101-102 or Chemistry 101-102 or Physics 101-102 plus one additional science course (total 15 hrs. of science)

Political Science 101

Psychology 101

II. Other Requirements

Psychology 301 or Education 301

Art 252 or Music 252 or Art 210 or Music 205

Sociology 100 or 225

Economics 330

III. Professional Education

Education 204

Education 305

Education 311a

Education 421a

Education 431a

IV. Specialized Subjects

Include at least one course marked with an asterisk (*) in each area listed.

1. Art 331*, 333, 432

2. Health and Physical Education 390*, 420a*, Home Economics 311

3. Language Arts 308, 320a*, 420*

4. Mathematics 310*, 311*

5. Music 306*

6. Science 332a, 333a, 443*

7. Social Studies 251*, 320a, 433

V. Approved Electives (to bring total number of credit hours to at least 195).

MAJOR IN JUNIOR HIGH GRADES EDUCATION

I. General Education

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

English 211 or 215

Biology 101-102 or Chemistry 101-102 or Physics 101-102 plus one additional science course (total 15 hrs. of science)

History 101-102 or two courses from History 251, 252, 253

*History 100

Mathematics 106

Political Science 101

Business Administration 151 or Sociology 100 or Sociology 202
or Sociology 225
Psychology 101

II. Professional Education

Education 204, 305, 311b, 331, 421b, 431b. Education 431b (Student Teaching in the Junior High Grades) is required of all pre-service trainees. Students who have had at least a year of teaching experience may, upon approval by the Head of the Education Department and the Dean, substitute Education 441a and 451b or an advanced professional education course.

III. Concentration Areas and Specialized Subjects

A student may elect one of three programs of concentration.

Program No. 1

Concentration in *Social Science* and *English* (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration fields.

1. Art 331, 333
2. Language Arts 333, 420
3. Social Studies 251, 320b, 433

Program No. 2

Concentration in *Mathematics* and *Science* (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration fields.

1. Art 331, 333
2. Language Arts 333, 420
3. Science 332b, 333b, 443

Program No. 3

Concentration in *Science and Social Studies* (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration fields.

1. Art 331, 333
2. Language Arts 333, 420
3. Science 332b
4. Social Studies 251, 320b, 433

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

IV. Other Requirements

Art 252 or Art 210 or Music 252 or Music 205
Business Administration 330
Education 302

V. Approved Electives**

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education. Advance military can be considered in this area.

**Whenever possible to schedule, Math 310 (Introduction to Modern Mathematics for Elementary and Junior High Teachers) or Education 416 (Educational Measurements and Evaluation) should be given preference.

COURSES IN EDUCATION**204. INTRODUCTION TO EDUCATION. 5 hours**

Fall, Winter and Spring Quarters.

Prerequisite to other education courses.

The primary purpose of this course is to furnish guidance to prospective teachers. Teaching as a profession will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality. An overview of the American public school system will be presented. Laboratory work is scheduled each week.

301. CHILD DEVELOPMENT. 5 hours

See Psychology Courses.

302. PSYCHOLOGY OF ADOLESCENCE. 5 hours

See Psychology Courses.

305. EDUCATIONAL PSYCHOLOGY. 5 hours

Winter and Spring Quarters.

Emphasis is placed on learning; its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Weekly laboratory experiences in teaching-learning situations will be held.

311a. ELEMENTARY SCHOOL CURRICULUM. 5 hours*Fall Quarter.*

In this course consideration will be given to problem in planning for and executing appropriate learning experiences for the children of elementary grades. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**311b. CURRICULUM FOR THE JUNIOR
HIGH GRADES. 5 hours***Fall Quarter.*

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of grades seven through nine. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**311c. CURRICULUM FOR THE HIGH
SCHOOL GRADES. 5 hours***Fall Quarter.*

This course is designed to give students an overall view of the curriculum of the high school. Objectives and content of the curriculum are discussed from the standpoint of teaching. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

331. PRINCIPLES OF GUIDANCE. 3 hours*Fall Quarter.*

A survey of vocational and educational guidance services designed to give a fundamental understanding of the role of guidance in school programs.

354. FOUNDATIONS OF EDUCATION. 5 hours*(On Demand).*

A study of the historical, sociological, economics, psychological, and philosophical foundations of education. Teacher aides or in-service teachers may take this course in lieu of Education 204.

401. AUDIO-VISUAL EDUCATION. 5 hours*(On Demand).*

It is intended that both beginning and experienced teachers will increase their efficiency in the use of such instructional aids as

specimens, models, photographs, drawings, cartoons, charts, graphs, and maps as well as the use of such equipment as the phonograph, tape recorder, radio, television, and projectors of various types (including motion pictures). The psychological principles underlying the use of these materials will be discussed. Some laboratory work will be included.

403. PROBLEMS IN EDUCATIONAL
PSYCHOLOGY. 2 hours

(On Demand).

Research done independently or in small groups on problems pertinent to the field. Open to Senior departmental majors only.

404. PROBLEMS IN CURRICULUM
AND METHODS. 2 hours

(On Demand).

Research done independently or in small groups on problems pertinent to the field. Open to Senior departmental majors only.

416. EDUCATIONAL MEASUREMENTS AND
EVALUATION. 5 hours

Spring Quarter.

Prerequisites: Two courses in education or psychology, or an approved equivalent.

Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality. Each student will do laboratory work in his field of interest. How such devices can be utilized to evaluate and improve instruction will be emphasized.

417. MENTAL HYGIENE. 5 hours

See Psychology Courses.

- 421a. MATERIALS AND METHODS IN THE
ELEMENTARY SCHOOL. 5 hours

Fall Quarter.

Basic techniques involved in the effective guidance of the learning of children in the elementary school, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**421b. MATERIALS AND METHODS IN THE
JUNIOR HIGH GRADES.****5 hours***Fall Quarter.*

Basic techniques involved in the effective guidance of learners in grades seven through nine, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**421c. MATERIALS AND METHODS FOR
HIGH SCHOOL GRADES.****5 hours***Fall Quarter.*

Basic techniques involved in the effective guidance of learners in high school grades and various instructor materials adapted for use at this level are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**431a. STUDENT TEACHING IN THE
ELEMENTARY SCHOOL.****15 hours***Winter Quarter.*

Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

Observation and participation in teaching in an elementary school throughout the day during the quarter. Gradual induction into the situation with increasing responsibility until teaching full time. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with college coordinator, to be followed by at least twelve hours of conference during the last week of the quarter. Students will be expected to live in the community where the school to which they are assigned is located.

**431b. STUDENT TEACHING IN THE
JUNIOR HIGH SCHOOL GRADES.****15 hours***Winter Quarter.*

Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

Observation and participation in teaching in a seventh, eighth, or ninth grade throughout the day. Gradual induction into the situa-

tion with increasing responsibility until teaching full time. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with college coordinator and at least twelve hours of conferences will be attended during the last week of the quarter. Students will be expected to live in the community where the school to which they are assigned is located.

**431c. STUDENT TEACHING IN THE
HIGH SCHOOL GRADES.**

15 hours

Winter Quarter.

Observation and participation is accomplished in high school grades throughout the day. Gradual induction into the situation will be done which leads to increasing responsibilities and finally to full time teaching. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference a week will be held with the college coordinator. During the last week of the quarter at least twelve hours of conference will be held on the college campus. Students will be expected to live in the community where the school to which they have been assigned is located.

**441a. WORKSHOP FOR ELEMENTARY
TEACHERS.**

10 hours

(On Demand).

Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service elementary teachers with an opportunity to work on instructional problems.

**441b. WORKSHOP FOR JUNIOR HIGH
TEACHERS.**

10 hours

(On Demand).

Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service teachers of grades seven through nine with an opportunity to work on instructional problems.

- 451a. **ADVANCED WORKSHOP FOR
ELEMENTARY TEACHERS.** 5 hours

(On Demand).

Prerequisite (toward degree requirements only): Education 441a or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of elementary teachers. The remainder of the day may be spent in a specialized course offered by the workshop staff.

- 451b. **ADVANCED WORKSHOP FOR JUNIOR
HIGH GRADE TEACHERS.** 5 hours

(On Demand).

Prerequisite (toward degree requirements only): Education 441b or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of teachers in grades seven through nine. The remainder of the day may be spent in a specialized course offered by the workshop staff.

Specialized Courses for Elementary and Junior High Grade Teachers

ART

331. **PUBLIC SCHOOL ART I.** 3 hours
See Page 125.

333. **DESIGN AND THE CHILD.** 3 hours
See Page 125.

432. **PUBLIC SCHOOL ART II.** 3 hours
See Page 126.

HEALTH AND PHYSICAL EDUCATION

311. **NUTRITION EDUCATION.** 5 hours
See Page 131.

390. **HEALTH EDUCATION.** 5 hours
See Page 157.

- 420a. PHYSICAL EDUCATION FOR THE
ELEMENTARY SCHOOL. 3 hours
See Page 158.

- 420b. PHYSICAL EDUCATION FOR THE
JUNIOR HIGH GRADES. 3 hours
See Page 158.

LANGUAGE ARTS

308. CHILDREN'S LITERATURE. 4 hours
Fall Quarter.

The reading and evaluation of books for children. Discussed in the course are sources of information about children's books, children's interests in reading, the work of important authors and illustrators, and problems in the guidance of reading.

333. JUVENILE LITERATURE. 4 hours
Fall Quarter.

Reading and study of the various types of literature for young people, as well as a study of appropriate reading programs for junior high school pupils are included in this course.

- 320a. LANGUAGE ARTS FOR THE
ELEMENTARY GRADES. 3 hours
Spring Quarter.

This course provides for individual diagnosis and correction of problems in the student's handwriting, spelling, oral and written expression. Consideration is given to the study of appropriate techniques and materials for the teaching of reading, handwriting, spelling, and oral and written expression in the elementary school.

420. READING IN THE ELEMENTARY AND
JUNIOR HIGH GRADES. 5 hours
Fall and Spring Quarters.

An intensive course in the improvement of reading skills. The role of vocabulary development, phonics, and word recognition as each is related to speed and comprehension will be studied. Students will explore techniques used in determining causes of reading difficulties.

MATHEMATICS

310. INTRODUCTION TO MODERN MATHEMATICS
FOR ELEMENTARY AND JUNIOR HIGH
TEACHERS I. 5 hours
See Page 137.
311. INTRODUCTION TO MODERN MATHEMATICS
FOR ELEMENTARY AND JUNIOR HIGH
TEACHERS II. (GEOMETRY) 3 hours
See Page 138.

MUSIC

205. MUSIC HISTORY AND APPRECIATION. 5 hours
See Page 127.
252. FINE ARTS. 5 hours
Winter Quarter.

An orientation to the disciplines of art and music through a systematic study of basic principles as exemplified in selected works.

306. MUSIC FOR THE ELEMENTARY GRADES. 5 hours
See Page 127.

SCIENCE

- 332a. BIOLOGY FOR THE ELEMENTARY
SCHOOL. 3 hours
Spring Quarter.

A course designed to enable elementary teachers to better understand how organisms reproduce and maintain themselves. Demonstrations and experiments suitable for elementary classrooms will be performed.

- 332b. BIOLOGY FOR THE JUNIOR HIGH
GRADES. 3 hours
Spring Quarter.

A course designed to develop in junior high grades teachers ecological concepts and understandings pertaining to organisms. Demonstrations and experiments suitable for use in grades seven through nine will be performed.

- 333a. PHYSICAL SCIENCE FOR THE
ELEMENTARY SCHOOL. 3 hours

Spring Quarter.

A course dealing with the everyday aspects of physics, chemistry, and astronomy as they might need to be explained by the elementary teacher with little other specific training in the physical sciences. The work will include many demonstrations and simple experiments that can be performed with materials that will be available in the average elementary and home situation.

- 333b. PHYSICAL SCIENCE FOR THE
JUNIOR HIGH GRADES. 3 hours

Fall Quarter.

A course dealing with the everyday aspects of physics, chemistry, and astronomy for teachers of grades seven, eight, and nine. In addition to content the class members will be encouraged to prepare and present many related demonstrations and experiments that may present a nucleus for such work in teaching situations at this level.

443. EARTH SCIENCE FOR THE ELEMENTARY
AND JUNIOR HIGH SCHOOLS. 4 hours

Spring Quarter.

In this course the earth and the resources it provides will be studied. Elementary concepts of Geology will be introduced. Problems pertaining to the conservation of such resources as soil, waters, forests, wildlife and minerals will be emphasized. Three hours' class and two hours' laboratory work weekly.

SOCIAL STUDIES

251. WORLD HUMAN GEOGRAPHY. 5 hours

Fall Quarter.

Earth conditions will be studied with reference to the adaptations made to them by man. The influence of geographical factors on modes of living, types of occupations, social organization and government will be given emphasis.

- 320a. SOCIAL STUDIES FOR THE
ELEMENTARY GRADES. 3 hours

Winter and Summer Quarters.

An integrated social studies course designed for elementary teachers. Consideration will be given to such topics as local govern-

ment functions; transportation; ways of communications, such as television, radio, newspapers; and property rights and responsibilities.

**320b. SOCIAL STUDIES FOR THE
JUNIOR HIGH GRADES.**

3 hours

Winter Quarter.

An integrated course for teachers in grades seven, eight, and nine. Topics considered include responsibilities of family membership, occupations, labor unions, taxation, and world cultures other than our own.

**433. CONSERVATION OF NATURAL
RESOURCES.**

4 hours

Spring Quarter.

Designed to develop a deeper consciousness of the need for and problems pertaining to the conservation of soil, water, forests, and wildlife. Three lectures and one two-hour laboratory weekly.

LIBRARY SCIENCE

**301. LIBRARY ORGANIZATION AND
ADMINISTRATION.**

5 hours

Fundamental aims and functions of library service; basic principles of library administration; role of the library in the school; techniques of budgeting, procedures, and routines; observation visits and field trips.

Open to Juniors and Seniors.

**302. CATALOGING, CLASSIFICATION, AND
ORGANIZATION OF RESOURCES.**

5 hours

The objective of the course is to develop an understanding of the nature and purpose of cataloging and classification and a knowledge of techniques and competence in performance in the bibliographic organization and control of resources. The course is developed by means of readings, lectures, discussions, demonstrations, problems, and laboratory work.

Open to Juniors and Seniors.

**303. SELECTION AND GUIDANCE IN THE USE OF
BOOKS AND OTHER PRINT AND NON-
PRINT MATERIALS.**

5 hours

This course familiarizes the student with methods of evaluation of materials for book selection for a given library or a given grade

and reading level; presents sources from which to select books; and assigns problems to emphasize uses of book selection guides, reading lists, as well as uses of all types of non-book materials.

Open to Juniors and Seniors.

**304. THE USE OF BOOKS AND RELATED
MATERIALS.**

5 hours

Develops the knowledge of reference materials and services in the areas of content, evaluation, organization, and use; laboratory reference with the use of the college library collection.

Open to Juniors and Seniors.

DEPARTMENT OF ENGLISH

MAJOR IN ENGLISH

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204

History 101, 102, 103 (any two)

Political Science 101

Psychology 101

Science, 15 hours

Mathematics 106-111 or 113H

Language Requirement:

See Page 64.

Major Courses:

205-206 and

35 hours from 300-400 courses

Minor Field:

20 approved hours for those minoring in history, political science, psychology.

25 approved hours for those minoring in economics, mathematics, language.

25 approved hours plus one course in sociological literature for those minoring in sociology.

Other Requirements:

Advanced Military Science (Men) (18 hours)

History 100*

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAM IN ENGLISH

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204

History 101-102-103 (any two)

Political Science 101

Psychology 101
Science—a ten-hour sequence
Mathematics 106-111 or 113H

Language Requirement:
See Page 64.

Major Courses:
English 303, 306, 307 or 350, 401;
Any three of the following: 302, 309, 315, 440, 460, 480, 490,
495

Professional Education:
Education 204, 305, 311c, 421c, 431c

Other Requirements:
Language Arts 333
History 100*
English 205-206
English 211 or 215
Music 252 or Art 252 or Music 205 or Art 210
Advanced Military Science (for men) (18 hours)

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

MINOR IN ENGLISH

A minor in English consists of four (4) courses, 20 hours, from 300-400 advanced courses. Either English 307 or English 350, but not both, may be taken for credit toward the minor.

COURSES IN ENGLISH

99. REMEDIAL ENGLISH. Non-Credit

Summer Quarter Only.

A course designed to meet the needs of those students who show on a placement test that they are not adequately prepared for English 101.

101. GRAMMAR AND COMPOSITION. 5 hours

The study of basic English grammar with emphasis on intensive composition.

102. COMPOSITION. 5 hours

Prerequisite: English 101.

Students undertake extensive composition with particular attention to organization, coherence, etc.

105H. HONORS COURSE. 5 hours

Fall Quarter.

Students who have high entrance scores and who qualify by writing an acceptable theme may be placed in a special course to cover their freshman English needs in one quarter. Any student not doing satisfactory work in English 105H may be changed to the regular English 101 not later than two weeks after the beginning of the quarter.

203, 204. A SURVEY OF ENGLISH LITERATURE. 10 hours

One of these courses will be offered in the Summer Quarter.

Prerequisite: English 102 or 105H.

This course is a chronological study of the works of major British writers from the beginning to the present.

205, 206. A SURVEY OF WORLD LITERATURE. 10 hours

One of these courses will be offered in the Summer Quarter.

Prerequisite: English 102 or 105H.

This course is a survey of World Literature from Homer to the present, with attention to artistic form and currents of thought related to Western Culture.

Note: Students should take both courses in the same sequence. It is desirable, but not mandatory, that students take first the lowered-numbered course of a sequence. In rare instances, a student may be permitted to take courses not in the same sequence. Such a deviation must be requested by the student's adviser and approved by the Head of the Department of English.

211. SPEECH. 5 hours

A course designed to help the speaker achieve a style of speaking which is natural, correct, and effective. Open to freshmen by permission only.

212. ARGUMENTATION AND DEBATE. 5 hours

A study of the theory and practice of argument as a form of communication. The study will include analysis of advertising, propaganda, and other forms of argumentative material and an introduction to formal debate.

213. PLAY PRODUCTION. 5 hours

An introduction to the technical aspects of play direction and production. The course will include such matters as the selection of plays, casting, planning and preparation for production, and stagecraft.

215. ORAL INTERPRETATION. 5 hours

Prerequisite: English 211 or permission of the department.

Principles of oral interpretation; practice in analysis and reading aloud of prose, poetry, and drama.

302. AMERICAN LITERATURE TO 1860. 5 hours

A survey of American literature from Colonial days to 1860.

**303. AMERICAN LITERATURE FROM 1860
TO THE PRESENT. 5 hours**

A survey of American literature from 1860 to the present.

306. SHAKESPEARE. 5 hours

A study of selected representative comedies, chronicles, and tragedies, with emphasis on tragedies.

307. ADVANCED ENGLISH GRAMMAR. 5 hours

A comprehensive study of English grammar, including historical and descriptive aspects; diagramming of sentences.

309. THE NOVEL. 5 hours

Studies in the development of prose fiction from the Eighteenth Century to the present.

315. MODERN DRAMA. 5 hours

A study of the work of Modern dramatists, beginning with Ibsen.

350. ADVANCED COMPOSITION. 5 hours

A systematic study of English rhetoric with emphasis on organization, development, and precise written expression. Included in the course will be a careful study of contemporary non-fiction.

401. HISTORY OF THE ENGLISH LANGUAGE. 5 hours

An introduction to the study of linguistics and its elements with special reference to the development of modern English from its beginnings to the present.

440. ENGLISH LITERATURE TO 1500. 5 hours

A survey of English literature from its Anglo-Saxon beginnings to the English Renaissance. Emphasis is on Chaucer.

460. ENGLISH RENAISSANCE. 5 hours

A survey of non-dramatic English literature from 1500 to the Restoration. Emphasis is on Spenser and Milton.

**480. ENGLISH LITERATURE OF THE
EIGHTEENTH CENTURY. 5 hours**

A general survey of prose and poetry from Pepys to the early Romantic writers.

**490. ENGLISH LITERATURE OF NINETEENTH
CENTURY ROMANTICISM. 5 hours**

A study of Romanticism with emphasis on the major poets.

**495. ENGLISH LITERATURE OF THE
VICTORIAN ERA 5 hours**

A study of the major writers of the period in both prose and poetry. A general study of social conditions in England from 1832 to 1900.

FINE ARTS**ART****101. DRAWING AND PAINTING I. 5 hours**

Spring.

The study of painting and drawing techniques. Class problems will involve working from nature and from laboratory set-ups. Four two-hour laboratory periods and one one-hour lecture period.

202. ART SURVEY I. 5 hours

Fall.

A study of the utilitarian aspects of art related to the area of crafts. Laboratory work will involve the study of design of various techniques such as wood, cloth, paper, metal, and clay. Four two-hour laboratory periods and one one-hour lecture period.

210. ART APPRECIATION. 5 hours

Spring Quarter.

A survey of the major monuments in art from pre-historic to the present, through lectures and with the aid of slides. Emphasis will be on acquiring a better understanding of the visual arts. Five one-hour lecture periods.

252. FINE ARTS 5 hours

Winter Quarter.

An orientation to the disciplines of art and music through a systematic study of basic principles as exemplified in selected works.

301. DRAWING AND PAINTING II. 5 hours

Spring Quarter. Prerequisite: Art 202.

A continuation of Art 101 with advanced drawing and painting problems. Four two-hour laboratory periods and one one-hour lecture period.

302. ART SURVEY II. 5 hours

Fall Quarter. Prerequisite: Art 202.

A continuation of Art 202 with advanced craft problems. Four two-hour laboratory periods and one one-hour lecture period.

331. PUBLIC SCHOOL ART I. 3 hours

Fall, Winter, and Spring Quarters.

A study of the individual's need for creative activity from pre-school age through early adolescence. Laboratory work will involve basic experimentation with art materials used in public-school teaching. Two two-hour laboratory periods and one one-hour lecture period per week.

333. DESIGN AND THE CHILD. 3 hours

Fall Quarter.

A study of art projects involving the more complex procedures in an art program, such as bulletin boards, group murals, color

block printing, batique, and others. Basic components of design will be emphasized in working techniques which are applicable to public-school use. Two two-hour laboratory periods and one one-hour lecture period per week. Recommended for junior-high majors.

350. POTTERY I. 5 hours

Winter Quarter.

The study of the form and function of hand-constructed pottery. Working experience will include building, glazing, and firing. Four two-hour laboratory periods. One one-hour lecture period.

432. PUBLIC SCHOOL ART II. 3 hours

Fall and Spring Quarters. Prerequisite: Art 331.

Procedures for planning projects, preparing working materials, motivating, instructing and evaluating children's art work will be emphasized. Supervised teaching experiences in the public schools will be an integral part of this course. Two two-hour laboratory periods and one one-hour lecture period per week.

450. POTTERY II. 5 hours

Winter Quarter. Prerequisite: Art 350.

A continuation of Art 350. Four two-hour laboratory periods and one one-hour lecture period.

MUSIC

*101a, b, c. CHORUS. 3 hours (1 hour a quarter)

Fall, Winter, Spring Quarters.

Open to all qualified students by audition. The College Chorus rehearses three hours per week and presents performances both on and off campus. Emphasis is placed on exploration of various styles of vocal music.

*102a, b, c. CONCERT BAND. 3 hours (1 hour a quarter)

Fall, Winter, Spring Quarters.

Membership in the concert band is open to all qualified students by audition. Balanced instrumentation will be a factor in accepting new members each quarter. Symphonic band transcriptions and compositions for band will be included in the performances both on and off campus.

205. MUSIC HISTORY AND APPRECIATION. 5 hours

Spring Quarter.

An introduction to the history of music, intended to stimulate the enjoyment of music through an intellectual and aesthetic understanding of design and expression. Musical language, form, instrumentation, and expression are treated through lectures and the hearing of representative works.

206. FUNDAMENTALS OF MUSIC THEORY. 3 hours

Fall Quarter.

An introduction to the rudimental aspects of musical understanding; terminology; notation; concepts of scale, key, and tonality; rhythm; and harmony.

306. MUSIC FOR THE ELEMENTARY GRADES. 5 hours

Fall and Winter Quarters.

A course designed to develop in teachers an understanding of child growth through music. Music theory, materials, methods, and problems pertaining to the teaching of music in the elementary school are studied.

DEPARTMENT OF HOME ECONOMICS

MAJOR IN HOME ECONOMICS

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101
Mathematics 106-111 or 113H
Biology 101-102
Chemistry 101-102

Language Requirement:

None

Major Courses:

Home Economics 201, 215, 220, 224, 275, 293, 300, 304, 306,
325, 411, 445, 475, and 490.

Minor Field:

None

Other Requirements:

History 100*
Physics 101
Psychology 101
Health 390
Public Speaking 211
Art 202

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

COURSES IN HOME ECONOMICS

201. SOCIAL CUSTOMS AND CULTURE. 3 hours

Fall and Spring Quarters.

Offered as general elective. Open to men and women.

North Georgia's "essentially military nature" makes unique many problems in the social area which students face now and in future

military life or as military wives. Concerns of civilian and military etiquette as they relate to personal development of poise, assurance and know-how that aid students in meeting life's social situations. Knowledge of the wider meanings of being a gentleman (including standard of military bearing) or gentlewoman, and some practice in structured social situations which the armed services officer, an accomplished host or hostess needs are included in study and practice. The schedule of social events to be carried out in planned evening sessions is provided to give some actual practice of knowledge gained and measurement of student's progress in learning. Two hours of lecture and one two-hour evening laboratory.

202. ART SURVEY. 5 hours

Fall Quarter. Required of home economics majors but offered as a general elective. (See page 125.)

215. FOODS. 5 hours

Spring Quarter.

A practical course to present the facts and principles which govern food selection, preparation, and table service. The basic facts of nutrition, along with their application to individual needs, are studied. Field trips in marketing are included. Two lectures and two three-hour laboratory periods per week.

220. PROBLEMS IN DRESS. 5 hours

Winter Quarter.

Clothing selections; emphasis on principles of pattern alterations, fitting, and construction; construction of two garments. Two lectures and two three-hour laboratory periods per week.

224. TEXTILES. 5 hours

Fall Quarter.

A study of textiles, fibers, and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint. Physical and chemical testing for adulterations and fiber content. Economic consideration in selection and buying. Three lectures and two two-hour laboratory periods per week.

275. HOME PLANNING AND FURNISHINGS. 5 hours

Spring Quarter.

A study of the historical decorative movements and period furnishings. A basic course in evaluation of house plans and furnish-

ings for contemporary family living. Laboratory experiences deal with wood refinishing, upholstery techniques, window treatments, and application of design principles in home planning. Three lectures and two two-hour laboratory periods per week.

293. FAMILY RELATIONS.

5 hours

Winter Quarter.

The aim of this course is to give students an appreciation of the family as a unit considering problems in establishing and managing a happy home; help students develop a realistic approach to marriage and family relationships with its problems of adjustments, and give an insight into one's own hetero-sexual development in order to plan more soundly for marriage and family responsibility. It is the intent that this course be a part of the general education of all students and sufficiently flexible for either sociology or home economics credit.

300. HOUSEHOLD EQUIPMENT.

5 hours

Winter Quarter. Prerequisite: Physics 101.

A study of the basic principles involved in the operation of major appliances used in the home in order to give maximum efficiency in performance and safety in use for all types of household equipment used in food preparation, preservation, and service. Students, potential homemakers, gain from this course the knowledge of criteria that enable them to select, care for and use the types of household equipment that will best meet her family's needs. Four lectures and one two-hour laboratory period per week.

304. FAMILY MANAGEMENT AND ECONOMICS. 5 hours

Winter Quarter.

Designed to assist students gain an understanding of their management problems of the home and family resources by making the wisest planned use of the total family resources—time, energy, and money. Five lectures per week.

306. MEAL PLANNING AND TABLE SERVICE. 5 hours

Fall Quarter. Prerequisite: Home Economics 215.

The choice, purchase, preparation, and service of meals considering the dietary standards and nutritional needs which determine wise food selection and coordinating these principles into accomplishments of serving nutritiously attractive meals, using a minimum

of time and energy and a maximum of efficiency. Some study is given on selection and use of all tableware, planning and serving of party meals of various types, as well as the practical family-style service. Two lectures and two three-hour laboratory periods per week.

311. NUTRITION EDUCATION. 5 hours

Spring Quarter. Not open to majors in home economics.

Course is specifically designed for the in-service teachers, and emphasizes fundamental health habits and the essentials of an adequate diet in relation to the health of the school child and methods of teaching nutrition information to school children and the use of the school lunch program in nutrition educational instruction.

325. TAILORING. 5 hours

Fall Quarter. Prerequisites: Home Economics 220 and 224.

Advanced construction techniques in handling wool fabrics. Study of couture and custom-made garments. Construction of a tailored ensemble from a basic muslin pattern. Two lectures and two three-hour laboratory periods per week.

400. HOME MANAGEMENT RESIDENCE. 5 hours

Prerequisite: Consent of the Department Head.

The actual experience of living in the residence and accepting various responsibilities of homemaking which provide experience in applying principles. Individual and group work provide opportunities for management of resources, conscious decision-making, and group relationships. Experiences include budgeting, buying food, preparing and serving meals, caring for the home, using and caring for equipment and furnishings, and carrying out group activities of both formal and informal nature.

411. NUTRITION. 5 hours

Fall Quarter or Winter Quarter as needed.

A study of the physical and chemical changes involved in the digestion and metabolism of foods. Selection and evaluation of useful facts in meeting everyday nutritional problems, particularly those related to food composition, chemistry, and physiology of body processes as affected by dietetics and medicine. This course is designed to enable students to recognize the true nutritional values and relative costs of foods in relation to feeding the family.

445. PROBLEMS IN FAMILY CLOTHING. 5 hours

Spring Quarter.

Prerequisites: Home Economics 220, 224, and 325.

Prerequisites can be waived upon consent of instructor.

This course is planned for home economics students who have had all the other clothing courses offered, and yet wish further construction experiences. It is geared in content to meet the need of non-majors and special students desiring to study the suitability of materials, design, color, simplicity of decoration, and ease of construction for resulting style in family clothing. Two lectures and two three-hour laboratory periods per week.

475. INTERIOR DESIGN AND DECORATION. 5 hours

Winter Quarter.

A study of basic principles of design with focus on understanding the aesthetic and practical elements that make up a functional home—contemporary trends in furniture design and architecture. Historical and cultural design development of ceramics, metals and textile fabrics as decorative home accessories.

490. PRE-SCHOOL CHILD CARE
AND TRAINING. 5 hours

Spring Quarter. (Not open to students who have credit in Psychology 301.)

This course is a comprehensive study of the pre-school development and educational principles involved in child care and training, as related to the young child's entire personality, physical make-up, as well as the mental, emotional, and social elements found within the child. Basic criteria and parental guidance in accomplishment of this purpose are emphasized.

Four lectures and one two-hour laboratory per week. The laboratory will be supervised observation in a nursery school situation.

DEPARTMENT OF MATHEMATICS

MAJOR IN MATHEMATICS

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Political Science 101

Science, 15 hours

Psychology 101

Mathematics 106-111 or 113H

Language Requirement:

See Page 64.

Major Courses:

Math. 245, 246, 247, 300, 360, 361, 410, 411, 415*

Minor Field:

See Page 64.

Other Requirements:

Advanced Military Science (Men) (18 hours)

History 100**

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*None of these courses may be taken as such unless the grade in each of the prerequisite courses was C or better. Departmental majors are expected to maintain a B average in these courses.

**This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAM IN MATHEMATICS

Humanities:

English 101-102 (Grammar and Composition) or English 105H
(Honors Course)

English 203-204 (A Survey of English Literature)
or

English 205-206 (A Survey of World Literature)

Social Science:

- Political Science 101 (American Government)
- History 101-102 (World Civilization)
- Psychology 101 (General Psychology)

Mathematics and Natural Sciences:

- Mathematics 106 and 111 (College Algebra and Trigonometry)
or
- Mathematics 113H (Honors Mathematics)
[not part of major credits]
- A sequence of courses in a Natural Science
(a physics minor is recommended)

FOREIGN LANGUAGE (20 hours are required for BA)**COURSES TOWARD THE MAJOR (Normally Mathematics 122, 245, 246, 247, the analytic-calculus sequences)****PE and/or Military Science:**

- All students are required to take 10 quarter hours of PE and/or basic military science unless excused. Men must, in addition, take 18 quarter hours of advanced military science.

Professional Education:

- Education 204 (Introduction to Education)
- Education 305 (Educational Psychology)
- Education 311c (High School Curriculum)
- Education 421c (Methods and Materials for High School Grades)
- Education 431c (Student Teaching in High School)

Mathematics for Secondary Teachers:

In addition to the previously listed courses, each student is required to take:

- Math. 360 (Introduction to Modern Algebra)
- Math. 361 (Modern Algebra and Matrix Theory)
- Math. 312 (Geometry for Teachers)
- Math. 240 (Probability and Statistics)
and additional electives from
- Math. 250 (Computer Programming and Numerical Analysis)
- Math. 300 (Differential Equations)
- Math. 410 (Introduction to Analysis)
- Math. 411 (Mathematical Analysis)
- Math. 415 (Elementary Vector Analysis)

Electives:

Additional approved electives must be taken to obtain a minimum of 195 credit hours for graduation.

MINOR IN MATHEMATICS

A minor in mathematics consists of the following courses: 245, 246, 247, and any two courses from the 300 or 400 level for a total of five courses beyond the freshman level.

COURSES IN MATHEMATICS

99. INTERMEDIATE ALGEBRA. Non-Credit
(On Demand).

Five hours of recitation per week designed to meet the needs of students whose high school transcript or placement score indicates an inadequate mathematical preparation.

A review of the fundamental operation of elementary algebra through quadratics.

106. COLLEGE MATHEMATICS I. 5 hours
Fall, Winter, Spring, and Summer Quarters.

A modern introduction to the axiomatic method as applied to the complex field and its substructures. Mathematical induction, function, matrices, determinants, and the solution of linear systems are included.

111. COLLEGE MATHEMATICS II. 5 hours
Fall, Winter, Spring, and Summer Quarters.

Theory of equations; permutations, combinations, probability; exponential, logarithmic, and circular functions and their graphs; solution of transcendental equations; identities and De Moivre's Theorem.

- 113H. ALGEBRA AND TRIGONOMETRY
FOR HONOR STUDENTS. 5 hours

Fall Quarter. Prerequisites: Qualifying score on the Placement examination and High School Trigonometry.

This course is designed for students whose preparation is such that a review of High School Algebra and Trigonometry is unnecessary. Topics in analytical trigonometry including graphs, identities, equations and complex numbers will be covered. Mathematical induction, the binomial theorem, inequalities, partial fractions, permutations, combinations, probability, and theory of equation will be the areas of emphasis in Algebra.

122. PLANE ANALYTIC GEOMETRY. 5 hours

Fall, Spring, and Summer Quarters.

Prerequisites: Mathematics 106 and 111 or 113H.

The analytic geometry of the point, line, circle and elementary properties of conic sections; transformers of coordinates, polar and rectangular graphs and the simpler transcendental curves, and parametric equations.

**122H. ANALYTICAL GEOMETRY
FOR HONOR STUDENTS. 5 hours**

Winter Quarter. Prerequisite: Mathematics 113H.

A study of the conic sections, higher plane curves, transcendental curves, rectangular and polar coordinates with an introduction to solid analytics.

240. PROBABILITY AND STATISTICS. 5 hours

Winter and Spring Quarters.

A non-calculus introduction to randomness, central tendency, variance, Bayes and Chebyshev's Theorems, correlation and regression, binomial distributions.

245. DIFFERENTIAL CALCULUS. 5 hours

Fall and Winter Quarters. Prerequisite: Mathematics 122.

The limit concept of the calculus and its employment in derivatives of algebraic and transcendental functions; the applications of derivatives to problems in maxima, minima, rates, and so on.

**245H. DIFFERENTIAL CALCULUS
FOR HONOR STUDENTS. 5 hours**

Spring Quarter. Prerequisite: Mathematics 122H.

The limit concept and the other usual treatment of Mathematics 245 as stated above given in a more thorough manner from a more advanced point of view.

246. INTEGRAL CALCULUS. 5 hours

Winter and Spring Quarters.

Prerequisite: Mathematics 245.

This course is a continuation of Mathematics 245 and includes curvature, theorem of mean value, indeterminate forms, formal inte-

gration, integration by various devices, and applications to areas, lengths, and volumes.

247. INTERMEDIATE CALCULUS. 5 hours

Spring Quarter. Prerequisite: Mathematics 246.

This course is a continuation of Mathematics 246 covering series, expansion of functions, hyperbolic functions, partial differentiation and multiple integrals.

250. COMPUTER PROGRAMMING AND
NUMERICAL ANALYSIS. 5 hours

Prerequisite: Mathematics 246.

Basic concepts of digital computers and description of basic language; formulation and programming of problems in numerical analysis with analysis of methods and error. Four lectures and two hours of laboratory per week.

251. COMPUTER PROGRAMMING. 2 hours

Prerequisites: Ten hours of Mathematics or Math. 113H.

Description of basic language; organization and characteristics of digital computers; development of algorithms for elementary numerical problems. One lecture and one two-hour laboratory per week.

300. DIFFERENTIAL EQUATIONS. 5 hours

Fall Quarter. Prerequisite: Mathematics 246.

Ordinary differential equations with applications to physics and mechanics.

310. INTRODUCTION TO MODERN MATHEMATICS
FOR ELEMENTARY AND JUNIOR HIGH
TEACHERS, I. 5 hours

Spring and Summer Quarters.

Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department.

A systematic development of the structure of the real number system from the concept of set through the systems of natural numbers, whole numbers, integers, and rational numbers designed to meet the Level I recommendations of the Committee on the Undergraduate's Program in Mathematics.

311. INTRODUCTION TO MODERN MATHEMATICS
FOR ELEMENTARY AND JUNIOR HIGH
TEACHERS II. (GEOMETRY). 3 hours

Spring and Summer Quarters.

Prerequisite: Same as for 310.

A course designed to meet the Level I recommendations of the Committee on the Undergraduate Program in Mathematics in the area of geometry.

Note: 310 and 311 are offered on alternate years.

312. GEOMETRY FOR TEACHERS. 5 hours

Spring Quarter.

Designed to prepare the student to teach modern secondary-school geometry. Euclidean and non-Euclidean geometries and a study of the second geometry curriculum and its materials.

360. INTRODUCTION TO MODERN ALGEBRA. 5 hours

Winter Quarter.

Prerequisite: Approval by Head of the Department.

An introduction to the number system, groups, fields, matrices, and vectors.

361. MODERN ALGEBRA AND MATRIX
THEORY. 5 hours

Spring Quarter.

Prerequisite: Math 360 (Introduction to Modern Algebra).

An extension of the introductory course to more details and theory on topics such as Boolean Algebra, Groups, Matrices, Determinants, Fields, Rings and Ideals.

410. INTRODUCTION TO ANALYSIS. 5 hours

Winter Quarter.

Prerequisites: 10 hours Mathematics beyond Math. 246.

An introduction to the real and complex number systems, the basic notions on set theory, the limit concept and continuity, vector analysis, Fourier series and Fourier Integrals.

411. MATHEMATICAL ANALYSIS. 5 hours

Spring Quarter.

Prerequisite: Math 410 (Introduction to Analysis).

An extension of the introductory course to those topics normally covered in Advanced Calculus and in the theory of the functions of a real variable.

415. ELEMENTARY VECTOR ANALYSIS. 5 hours

Fall Quarter. Prerequisite: 10 hours of Mathematics beyond Math 245 or the consent of the Department.

The elements of vector algebra and vector calculus with some space generalizations.

APPLIED MATHEMATICS COURSES

215. PLANE SURVEYING. 5 hours

Spring Quarter. Prerequisite: Mathematics 111.

This course is designed to give the student a fair working knowledge of surveying instruments and their care and use. Field work in chaining, leveling, compass, plane table and transit surveys. Office work in calculation from field notes and map making. This course is given from text notes and library references, and will conform to methods and forms in use in good engineering practice. 3 hours lecture, 4 hours laboratory.

350. DESCRIPTIVE ASTRONOMY. 5 hours

Winter, Spring, and Summer Quarters.

A general study of the celestial spheres and of introductory modern astronomy with some details of our solar system. The course includes laboratory telescope observations and planetarium demonstrations. 3 hours lecture; 4 hours laboratory.

METEOROLOGY AND CLIMATOLOGY

301. METEOROLOGY. 5 hours

Winter Quarter. Prerequisites: Mathematics 111 and 106.

A basic course designed to acquaint the student with the fundamental concepts of meteorology and its relation to other fields of interest. Mathematics will be used when it seems essential to the complete understanding of a concept. Included are such topics as air masses and fronts, cloud classification, precipitation mechanisms, weather observations, fundamental forecasting theories, and interpretation of weather charts and diagrams.

DEPARTMENT OF MILITARY SCIENCE

Mission

The mission of the Senior Division R.O.T.C. as established at North Georgia College is to produce junior officers who have the qualities and attributes essential to their progressive and continued development as officers in a component of the Army of the United States.

Military instruction and training, through their emphasis on the value of cooperation, responsiveness, loyalty, punctuality, confidence in self, and personal appearance, also provide sound preparation for the successful pursuit of all worthwhile careers in civilian life.

Graduation and the Commission

Each member of the R.O.T.C. who successfully completes the terms of his contract, receives a degree from North Georgia College, has attained the age of 18 years, and who is recommended by the Professor of Military Science as being physically, mentally, morally, and professionally qualified, is tendered a commission as a Second Lieutenant in the United States Army Reserve. The Department of the Army annually authorizes the selection of a number of outstanding students to be designated as Distinguished Military Students (DMS). Cadets chosen must be in the upper third of their military class and in the upper half of their class academically. Cadets so selected, having maintained their qualifications, may be graduated as Distinguished Military Graduates and tendered a Regular Army Commission.

History Through the Years

At the close of World War I, Congress authorized qualified and interested colleges to establish units of Reserve Officers Training Corps. Since North Georgia College had been historically devoted to the ideals of military training, it found itself already in full accord with prevailing national thought.

At the end of World War II, the college again found its general program of educational and military training approved by the thoughts and plans of the nation's most forward-looking businessmen and statesmen.

The record of North Georgia College as a military college,

in time of peace as in time of war, has been distinguished. During each consecutive year since 1928, the college has earned a position of high esteem among military colleges.

The General Military Science curriculum was adopted in 1952. Most institutions have now adopted this curriculum. It permits the student a larger choice in selection of the branch of service in which he wishes to serve.

Dress Parades/Reviews

Sunday afternoon parades are held during the Fall and Spring Quarters to afford an opportunity for relatives and friends to visit the campus and to glimpse interesting phases of routine college life and to become acquainted with the college faculty.

Allowances from Department of Army

See Page 25.

Summer Camp

The R.O.T.C. Program includes a Summer Camp of six weeks conducted by the Department of the Army. This Camp is required attendance for Advanced-Course students on Contract status and is normally attended the summer following completion of their Junior year. The Camp emphasizes practical work in Tactics and Weapons. Transportation costs to and from home to camp and approximately \$5.00 a day pay are received by students while in attendance. Additionally, they are provided clothing, subsistences, and medical attention.

Flight Training

For selected cadets flight instruction is available. See Page 164.

The United States Army Instructor Group

Colonel Dan W. Prewitt, PMS
Major Joe M. Brown, APMS
Major Harold P. Parker, APMS
Major Henry B. Tucker, APMS
SSM Jack D. Pitt
MSG William D. Merideth
SFC Donald L. Smith
SP7 Charles H. Tipton
SSG David J. Wiggins

COURSES OF STUDY

DESCRIPTION OF R.O.T.C. COURSES

General Military Science R.O.T.C. Program

FIRST YEAR—BASIC COURSE

MILITARY SCIENCE 100, 101, 102

Five quarter hours' credit upon completion of the three-course series.

a. **Role and Structure of the Army.**

This course is designed to give the student an understanding of the objectives of the R.O.T.C. program and Military Training, stressing its benefits, potentialities, requirements and rewards. The course of instruction includes the history, development, and organization of the R.O.T.C. program and the organization of the Infantry Division with emphasis on the organic Infantry subordinate units to include the duties and responsibilities of key personnel.

b. **Weapons and Marksmanship.**

A short introduction to Evolution of Firearms. Emphasis is placed on the assembly and disassembly, mechanical functioning, care and maintenance, and methods of employment of U. S. weapons. Stresses preliminary marksmanship training to teach fundamentals of marksmanship, safety principles, and good shooting habits.

c. **Defense Establishment in National Security.**

A summary of the evolution of warfare to include meaning of the principles of war and the evolution of weapons and associated equipment utilized in warfare.

A brief presentation of our National Defense policy and worldwide commitments that require support of the Armed Forces. The mission and capabilities of the U. S. Army Reserve and National Guard; the mission, capabilities, and interdependence of the U. S. Air Force, the U. S. Navy, and the U. S. Army in comparison to the military forces of the world. The role of the U. S. Army in conceivable types of warfare with emphasis on the major problems of the United States Army.

d. **Appropriate Military Subjects.**

A study of the responsibilities and basic qualities of a leader. A study of the organization, composition and mission of basic military teams to include the rifle squad. The use of and application of combat formations, cover and concealment, patrolling and field formations. Indoctrination on the "Code of Conduct for Members of the Armed Forces of the United States." A basic indoctrination on chemical, biological, and radiological warfare to include protective measures, detection and survival. A basic introduction to Map Reading. First Aid.

e. **Leadership Laboratory.**

SECOND YEAR—BASIC COURSE

MILITARY SCIENCE 200, 201, 202

Five quarter hours' credit upon completion of the three-course series.

a. **American Military History.**

A survey of American Military History from the origins of the American Army to the present with emphasis on the factors which led to organizational, tactical, logistical, operational, strategic, social and similar patterns found in our present day Army. Emphasis is placed on the Principles of War as they affect the American Army campaigns and the leadership qualities displayed by the commanders. The course is introduced by a brief resume of the evolution of warfare from ancient to modern times.

b. **Map, Aerial Photo and Terrain Analysis.**

A course designed to give students an understanding of Map and Aerial Photograph Reading for field use. Detailed instruction includes application of basic principles emphasizing terrain appreciation and evaluation; military and topographic map symbols; methods of orientation and resection; military grid reference systems; and aerial photography.

c. **Introduction to Tactics and Operations.**

Organization, composition, and mission of basic military teams to include rifle squad, patrols, and infantry-tank teams. Technique of fire of the rifle squad, landscape firing,

combat formations, cover and concealment, patrolling (night and day), field fortifications, camouflage, and principles of offensive and defensive combat and their application to the basic military teams.

d. **Counterinsurgency Principles.**

A course designed to provide an understanding of what insurgency is, how it begins and the measures that may be taken by military forces to counter insurgency.

e. **Leadership Laboratory.**

MILITARY SCIENCE 300, 301, 302.

Three quarter hours' credit for each course.

a. **Leadership Techniques.**

A study of the responsibilities and basic qualities of a leader, combining theory and practical work in principles and techniques of leadership with emphasis on individual initiative.

b. **Military Teaching Principles.**

This course develops an understanding of the fundamentals of military instruction by studying educational psychology pertaining to the stages of instruction, techniques in planning and presentation of instruction, speech, techniques, the use of training aids, and testing procedures.

c. **Military Teaching Laboratory.**

As a practical application of teaching principles, students will prepare and present lessons on assigned military subjects. Principles and techniques of presenting military instruction will be stressed.

d. **Roles of the Branches of the Army.**

An introduction to the organization of the United States Army; the mission and field of responsibility of each branch with separate lessons on each branch emphasizing their interrelationship.

e. **Tactical Operations and Command Control.**

This instruction gives the student a guide for basic individual and small unit tactics applicable to nuclear and non-

nuclear warfare. Tactics and communications of the squad, platoon and company are emphasized.

f. Leadership Laboratory.

FOURTH YEAR—ADVANCED COURSE

MILITARY SCIENCE 400, 401, 402

Three quarter hours' credit for each course.

a. Planning for Training and Operations.

1. Command and Staff:

Defines the relationship between the commander and the duties of the various staff officers in assisting the commander in the performance of his mission.

2. Estimate of the Situation and Combat Orders.

Presentation of proven methods of evaluating a problem, the consideration of all factors according to their merit in order to arrive at the best possible solution, and the dissemination of orders necessary to place the decision into effect.

3. Military Intelligence.

Study of the process by which information is procured, evaluated into intelligence and utilized to assist in the accomplishment of the established goal. Covers Counter Intelligence and method used to deny the enemy the information he needs to accomplish his goal.

4. Military Team.

This course of instruction is utilized to give the student experience in teaching, public speaking, and research for information. The student presents a thirty-minute class on the way the elements of the armed forces work together to obtain a command objective.

5. Training Management.

Designed to give the student an understanding of the need for coordination, cooperation, and pre-planning necessary to train personnel in their jobs and how to concentrate their skills into a successful team effort with minimum expenditure of man power and equipment.

b. Logistics.

This course of instruction is composed of three phases: Troop Movement, Supply and Evacuation, and Motor Transportation.

(1) Troop Movement teaches the student traffic management, how to construct time tables, avoid obstacles, and utilize properly available transportation to achieve maximum benefit from the means at hand.

(2) Supply and Evacuation delves into the complex problem of supporting an operation with the material requirements necessary to assure the success of the operation. It includes system of supply, procedures and techniques that have been perfected through years of research and experience. Evacuation concerns the movement of casualties to the area where they can best be treated and rehabilitated.

(3) Motor Transportation covers the problems of utilization and maintenance programs which assure that transportation for personnel and equipment is available in operating condition to support the mission. Types and prototypes of vehicles are discussed.

c. Material Readiness.

A course of study designed to give the cadet the basic principles of material readiness as a part of Army management.

d. Administrative Management.

The purpose of this instruction is to explain the importance of the individual in the assignment process. It covers personnel records, orders, publications, and procedures that are established to insure the most efficient functioning of the nation's largest personnel operation.

e. Military Justice.

Introduction to Military Law as established by the United States Congress and the President of the United States. It covers applicable civil law as well as the Uniform Code of Military Justice, the basis of all military law. Classes cover the articles, procedures, rights, jurisdiction, and punishment authorized by and set forth by appropriate executive orders. Instruction is composed of theory and the study of the Articles and is consummated by a Moot Court which is a practical exercise designed to allow the student to apply the knowledge he has gained during his instruction.

f. Role of the United States in World Affairs.

A geopolitical study of the world concerned with the economic, national, commercial, and historical aspects that influence the actions of the nations of the world in their relationships with each other.

g. Obligations and Responsibilities of an Officer.

Informs and prepares the student for his active duty service as an officer of the armed forces of the United States. It covers customs, courtesies, and policies of the armed forces to assist the newly commissioned officer in his initial period of service.

h. Counterinsurgency Operations.

A study of counterinsurgency operations conducted by the Army. This course is designed to familiarize the cadet with U. S. policy on the conduct of counterinsurgency operations and how to plan and administer such operations.

i. Leadership Techniques.

A study of the responsibilities and basic qualities of a leader.

j. Leadership Laboratory.

DEPARTMENT OF MODERN LANGUAGES

MAJOR IN FRENCH

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101, 102, 103 (any two)
Political Science 101
Mathematics 106-111 or 113H
Science, 15 hours

Language Requirements:

French 101, 102, 211, 212

Major Courses:

French 301, 302, 315, 350, 417, 418

Minor Field:

See Page 64.

Other Requirements:

English 401
Advanced Military Science (Men) (18 hours)
History 100*
German 101, 102, 211 or Spanish 101, 102, 211 (if a second language is not elected as a minor).
Psychology 101

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

A MINOR IN LANGUAGES

A minor in languages is available in French, German, and Spanish. A minor consists of courses 211-212 plus three advanced courses in one language. Russian 301-302 may be taken in conjunction with other languages, provided one 300-400 course is taken in another language.

SECONDARY TEACHER EDUCATION
PROGRAM IN FRENCH

I. General Education Requirements:

English 101-102, 205-206
Mathematics 106, 111
Science (Two courses in the sequence 101-102 in either Biology,
Chemistry, or Physics)
History 100*, 101, 102
Political Science 101
French 101, 102, 211, 212

II. Professional Education Requirements:

Education 204, 305, 311c, 421c, 431c

III. Other Requirements:

Physical Education (Basic Military for Men)
Music 252 or Art 252
Advanced Military Science (for men)
Three basic courses (101, 201, 211) in either German or Spanish

IV. Area of Concentration:

French 301, 302, 315, 350, 417, 418

V. Electives to be selected from relevant areas by consultation
between student and adviser. The number of electives taken
will bring the total number of credit hours to at least 195.

*This requirement can be satisfied by successful passing of an
examination on American and Georgia history, administered by the
Department of Social Science.

COURSES IN FRENCH

101-102. ELEMENTARY FRENCH. 10 hours

101: *Fall and Winter Quarters.*

102: *Winter and Spring Quarters.*

An audio-lingual introduction to French, using the language
laboratory and covering the basic grammar and reading. Not cred-
ited in duplication of high school units.

211. FRENCH GRAMMAR REVIEW. 5 hours

Fall and Spring Quarters. Prerequisite: French 102 or a passing score on the French Placement Test.

Review of grammar with continued conversation and reading.

212. FRENCH CONVERSATION AND READING. 5 hours

Winter Quarter. Prerequisite: French 211.

Reading of standard texts with stress on oral expression and comprehension.

301. FRENCH LITERATURE AND CULTURE. 5 hours

Prerequisite: French 212 or permission of the Department.

An introduction to the chief French authors through the Eighteenth Century. Instructional lectures and readings are provided on French customs and culture.

302. FRENCH LITERATURE AND CULTURE. 5 hours

Prerequisite: French 212 or permission of the Department.

An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.

315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours

Winter Quarter. Prerequisite: French 212.

This course is taught in conjunction with French 212 to afford grammar review, but it requires additional composition and conversation on more fluent level.

350. FRENCH PHONETICS. 5 hours

Prerequisite: French 212.

An intensive study of pronunciation building fluent expression.

417. SURVEY OF SEVENTEENTH CENTURY FRENCH LITERATURE. 5 hours

Prerequisite: French 212.

418. SURVEY OF NINETEENTH CENTURY FRENCH LITERATURE. 5 hours

Prerequisite: French 212.

495, 496, 497. STUDY ABROAD. 15 hours

The study of French language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

COURSES IN GERMAN

101-102. ELEMENTARY GERMAN. 10 hours

101: *Fall and Winter Quarters.*

102: *Winter and Spring Quarters.*

An audio-lingual introduction to German, using the language laboratory and covering basic grammar and reading. Not credited in duplication of high school units.

211. GERMAN GRAMMAR REVIEW. 5 hours

Spring Quarter. Prerequisite: German 102 or a passing score on the German Placement Test.

Review of grammar with continued conversation and reading.

212. GERMAN CONVERSATION AND READING. 5 hours

Fall Quarter. Prerequisite: German 211.

Reading of standard texts with stress on oral expression and comprehension.

301. GERMAN LITERATURE AND CULTURE. 5 hours

Prerequisite: German 212 or permission of the Department.

A general survey of German Literature through the classical period with lectures on German music, painting, architecture, and history.

302. GERMAN LITERATURE AND CULTURE. 5 hours

Prerequisite: German 212 or permission of the Department.

A general survey of German Literature of the Nineteenth Century with lectures on German music, painting, architecture, and history.

**315. ADVANCED CONVERSATION
AND COMPOSITION.****5 hours***Fall Quarter.* Prerequisite: German 212.

This course is taught in conjunction with German 212 to afford grammar review but it requires additional composition and conversation on a more fluent level.

495, 496, 497. STUDY ABROAD.**15 hours**

The study of German language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

COURSES IN RUSSIAN**301. BASIC RUSSIAN.****5 hours***To be arranged.*

A rapid course in reading and basic conversation. Russian 301 is credited without completion of Russian 302 but is prerequisite to the second course.

302. BASIC RUSSIAN.**5 hours***To be arranged.* Prerequisite: Russian 301.**COURSES IN SPANISH****101-102. ELEMENTARY SPANISH.****10 hours**101: *Fall Quarter.*102: *Winter Quarter.*

An audio-lingual introduction to Spanish using the language laboratory and covering basic grammar and reading. Not credited in duplication of high school units.

211. SPANISH GRAMMAR REVIEW.**5 hours***Fall and Spring Quarters.* Prerequisite: Spanish 102 or a passing score on the Spanish Placement Test.

Review of grammar with continued conversation and reading.

212. SPANISH CONVERSATION AND READING. 5 hours*Winter Quarter.* Prerequisite: Spanish 211.

Reading of standard texts with stress on oral expression and comprehension.

301. SPANISH LITERATURE AND CULTURE. 5 hours

Prerequisite: Spanish 212 or permission of the Department.

A general survey of Spanish literature through the Eighteenth Century, with lectures on Spanish history, art, and architecture.

302. SPANISH LITERATURE AND CULTURE. 5 hours

Prerequisite: Spanish 212 or permission of the Department.

A general survey of Nineteenth Century and Generation of 1898 literature with lectures on Spanish history, art, and architecture.

315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours

Spring Quarter. Prerequisite: Spanish 212.

This course is taught in conjunction with Spanish 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.

495, 496, 497. STUDY ABROAD. 15 hours

The study of Spanish language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

DEPARTMENT OF PHYSICAL EDUCATION

MAJOR IN PHYSICAL EDUCATION

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101
Mathematics 106-111 or 113H
Biology 101-102

Language Requirement:

None

Major Courses:

Men: Physical Education 215, 225, 305M, 310M, 325M, 330,
390, 405, 410, 415, 440abc.

Women: Physical Education 210, 215, 225, 310W, 315W, 330,
390, 405, 410, 415, 420abc, 440abc.

Field of Concentration:

35 hours.

None of the required courses listed above may be recorded in the hours required in academic concentration (35 hours). Students selecting biology as the academic concentration will take 10 hours of chemistry in lieu of Biology 101-102.

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100*
Biology 323
English 211
Psychology 101

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

REQUIRED PHYSICAL EDUCATION FOR MEN

Freshman Physical Education

100M. Fall Quarter—Physical Training and Swimming.

101M. Winter Quarter—Physical Training and Tumbling.

102M. Spring Quarter—Swimming and Softball.

Sophomore Physical Education

200M. Fall Quarter—Boxing and Wrestling.

201M. Winter Quarter—Physical Training and Basketball.

202M. Spring Quarter—Volleyball and Tennis.

REQUIRED PHYSICAL EDUCATION FOR WOMEN

Freshman Physical Education

100W. Fall Quarter—Swimming and Volleyball.

101W. Winter Quarter—Tumbling and Folk Dancing.

102W. Spring Quarter—Softball and Swimming.

Sophomore Physical Education

200W. Fall Quarter—Tennis and Field Hockey.

201W. Winter Quarter—Body Mechanics and Basketball.

202W. Spring Quarter—Badminton and Archery.

COURSES IN PHYSICAL EDUCATION

201C. SOCIAL DANCE.

An elective co-educational activity course, including popular and traditional ballroom dances, open to upperclassmen. May be substituted for a required activity course winter quarter.

210. DANCE.

3 hours

Winter Quarter.

A study of folk, square, social, and contemporary dances with emphasis on their adaption to school and playground uses. Three hours' lecture, research, and laboratory per week.

215. HISTORY AND PRINCIPLES OF
PHYSICAL EDUCATION. 5 hours

Spring Quarter.

This is an orientation course for physical education majors and is divided into two parts. The first part deals with the history of physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation. Special consideration is given professional leadership and its prospects.

225. RULES AND OFFICIATING. 3 hours

Spring Quarter.

Prerequisite: Approval by Head of Department.

A study and practice of the current rules and of the fundamental skills of officiating individual and team sports. Three hours per week of lecture, research, and laboratory.

305M. FOOTBALL. 5 hours

Fall Quarter.

Classes will meet two hours per day, five days per week. One hour a day lecture on the theory of coaching football, and at least one hour a day of practical experience coaching sports program football teams.

310M. BASKETBALL. 5 hours

Winter Quarter.

Classes will meet two hours per day, five days per week. Five lectures and demonstrations per week on the theory and practice of coaching basketball. Each student will have experience playing each position on the team under actual game conditions.

Practical experience will be obtained through directing this phase of the sports program.

310W. BASKETBALL AND VOLLEYBALL. 5 hours

Winter Quarter.

A study and practice of the fundamental skills and teaching techniques in basketball and volleyball. Five hours per week of lecture, research, and laboratory.

315W. SOFTBALL AND TENNIS. 5 hours*Spring Quarter.*

A study and practice of the fundamental skills and teaching techniques in softball and tennis. Five hours per week of lecture, research, and laboratory.

325M. BASEBALL AND TRACK. 5 hours*Spring Quarter.*

Classes will meet two hours per day, five days per week. Five lectures and demonstrations per week on the theory and practice of coaching baseball and track. The first half of the quarter will be devoted to baseball and the remainder to track.

330. FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS. 5 hours*Winter Quarter.*

Lectures and laboratory practices are given in the phases of first aid pertaining particularly to physical education and athletics.

390. HEALTH EDUCATION. 5 hours*Winter Quarter and Summer Term.*

Planning, conducting, and evaluating school and community health education programs. Five hours per week of lecture, research and laboratory.

405. MATERIALS AND METHODS IN PHYSICAL EDUCATION. 5 hours*Winter Quarter.*

A study of the methods and content of the physical education program according to age groups, capacities, needs, interests, and developmental level of the individual. Consideration is given to adapting the program to the materials and facilities available.

410. SCHOOL AND COMMUNITY RECREATION. 5 hours*Spring Quarter.*

A study of the background for the present school and community recreation movement and of the types of recreation activities and methods of organizing them. A consideration of recreation's place in education and a review of the social institutions which are

making a conspicuous contribution in the field of play and of the needs to which they have responded.

415. THE ADMINISTRATION OF
PHYSICAL EDUCATION. 5 hours

Fall Quarter.

A study of the organization and administration of a department of physical education.

Stress will be placed on the importance of establishing a well organized department; the relationship of the varsity and sports programs to the student body as a whole; organization of the athletic program and recreational program, with emphasis placed on the best methods or organization and administration.

420a. PHYSICAL EDUCATION FOR THE
ELEMENTARY SCHOOL. 3 hours

420b. PHYSICAL EDUCATION FOR THE
JUNIOR HIGH GRADES. 3 or 4 hours

Fall and Summer Quarters. One section may be taken for three hours' credit or both sections for four hours' credit.

The courses are designed to acquaint the prospective teacher of the elementary and middle grades with a physical education program for the respective levels. The student will receive personal experience in all the facets of an adequate physical education program for the elementary and/or middle grades. Three and/or four hours per week of lecture, research, and laboratory.

440 a, b, c. CLASS AND PROGRAM PLANNING. 5 hours

Students will be assigned for two hours per week, these hours in conformity with the schedule for the required basic program. The course will consist of observation on the part of the student and participation in the solution of the practical problems which occur in the administration of the required physical education classes. Students will be assigned to this program for three quarters.

DEPARTMENT OF PHYSICS

MAJOR IN PHYSICS

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204 or 205-206
History 101-102
Political Science 101
Mathematics 106-111 or 113H
Chemistry 121-122
Psychology 101

Language Requirement:

French 101, 102, 211
or
German 101, 102, 211. See Page 64.

Major Courses:

Physics 223*, 224*, 225*, 230*, 310*
Labs 375*, 376*, 377*, 475*, 476*, 477*,
320, 330, 340, 400, 410, 420, 440, 450, 460, 480

*Courses required of all majors. A minimum of 45 hours is required. Sixty hours is strongly recommended for those wishing to do graduate study.

Minor Field:

Mathematics 122, 245, 246, 251, 300

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100**

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

**This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAM IN PHYSICS

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 (Composition and Rhetoric)
or English 105H (Honors)
English 203-204 (English Literature) or
English 205-206 (World Literature)
History 101-102 (Western Civilization)
Political Science 101 (American Government)
Mathematics 106 (College Algebra) and Mathematics
111 (Plane Trigonometry) or Mathematics
113H (Algebra and Trigonometry for Honor Students)
Chemistry 121 and 122 (General Chemistry)
Psychology 101 (General Psychology)

Language Requirements:

French 101-102 (Elementary French) and
French 211 (French Grammar Review) or
German 101-102 (Elementary German) and
German 211 (German Grammar Review)

Professional Education Requirements:

Education 204 (Introduction to Education)
Education 305 (Educational Psychology)
Education 311c (High School Curriculum)
Education 421c (Methods and Materials for High School Grades)
Education 431c (Student Teaching in High School)

Physics Course Requirements:

Physics 223 (Mechanics)
Physics 224 (Electricity and Magnetism)
Physics 225 (Heat, Light, and Sound)
Physics 230 (Mechanics—Intermediate)
Physics 310 (Modern Physics)
Physics 340 (Electronics I)
Physics 375, 376, and 377 (Physics Laboratory I)
and two of
Physics 475, 476, or 477 (Physics Laboratory II)
plus nine hours of electives in Physics

Mathematics Course Requirements:

Mathematics 122 (Plane Analytic Geometry)
Mathematics 245 (Differential Calculus)
Mathematics 246 (Integral Calculus)
Mathematics 300 (Differential Equations)

Military Requirements

Electives:

From Education, Mathematics, or Physics

COURSES IN PHYSICS

101. INTRODUCTORY PHYSICS. 5 hours

Fall, Winter, Spring, and Summer Quarters.

A survey of the principles of physics including especially mechanics, heat, light, sound and basic electricity. The course is intended primarily for non-science majors. Numerous demonstrations will be used to clarify physical concepts. Four lecture-demonstrations and one two-hour laboratory period per week. Credit not dependent upon taking Physics 102.

102. INTRODUCTORY PHYSICS. 5 hours

Fall, Winter, and Spring Quarters.

Prerequisite: Physics 101.

A continuation of the nature of Physics 101 for those who wish to carry the same type of survey work further into a more complete treatment of electricity, electronics, and especially into an introduction to atomic, nuclear and other aspects of modern physics. Numerous class demonstrations will be used. Four lecture-demonstrations and one two-hour laboratory period per week.

223. MECHANICS. 5 hours

Fall, Winter, and Summer Quarters.

A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical solutions. The laboratory work is designed to clarify physical concepts, develop skills in making precise measurements, and proficiency in the manipulation of apparatus. Four lecture-recitations and one two-hour laboratory per week.

224. ELECTRICITY. 5 hours

Winter Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with magnetism and static and current electricity. Four lecture-recitations and one two-hour laboratory period per week.

225. HEAT, LIGHT, AND SOUND. 5 hours

Spring Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with wave theories generally, and heat, light, and sound specifically. Four lecture-recitations and one two-hour laboratory period per week.

230. MECHANICS—INTERMEDIATE. 5 hours

Fall Quarter. Prerequisite: Physics 223.

May be taken concurrently with Mathematics 245.

The course deals with the effects of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Mechanics may be used for either mathematics or physics credit.

310. MODERN PHYSICS. 5 hours

Spring Quarter.

Prerequisites: Physics 224 and 225. May be taken concurrently with Mathematics 300.

An introduction to modern physics, dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in atomic physics.

320. MECHANICS—ANALYTICAL. 5 hours

Winter Quarter.

Prerequisites: Physics 230. May be taken concurrently with Math. 300.

Kinematics, using vector analysis, dynamics of particles, rotation and planetary motion, the linear harmonic oscillator, studies of energy, momentum and impact, approximation and perturbation methods, plus an introduction to the most general methods of solving dynamical problems.

330. OPTICS. 4 hours

Fall Quarter.

Prerequisites: Physics 225 and Mathematics 246.

A study of the electromagnetic field and its application to the phenomena of reflection, refraction, interference, diffraction, and spectroscopy. Four lecture-recitations per week.

340. ELECTRONICS I. 5 hours

Winter and Summer Quarters.

Prerequisite: Physics 224 and Math. 245.

A study of the elementary principles of electronics. The laboratory work consists of study of electronics circuits and the use of testing equipment. Four lecture-recitations and one two-hour laboratory per week.

375-376-377. PHYSICS LABORATORY I. 1, 1, 1 hour

Fall, Winter, and Spring Quarters.

Required of third-year students majoring in physics.

Selected experiments from the various branches of physics, clarifying and expanding the work of the classroom, and developing good laboratory techniques. The evaluation and interpretation of experimental data.

400. THERMODYNAMICS. 4 hours

Not offered 69-70.

Prerequisites: Physics 225 and Math 300.

A study of temperature and its measurements, calorimetry, and some topics from thermodynamics. Four lecture-recitations per week.

410. ELECTRICITY AND MAGNETISM I. 4 hours

Fall Quarter.

Prerequisite: Physics 224. With consent of Instructor, may be taken concurrently with Math. 300.

A course considering in somewhat more advanced manner the topics of electrostatics, magnetostatics, electrolysis, basic circuit theory, and related topics.

420. ELECTRICITY AND MAGNETISM II. 4 hours

Winter Quarter.

Prerequisite: Physics 410.

This course is a continuation of Physics 410 with emphasis on electrodynamics, alternating current theory, transmission lines, filters, electromagnetic wave theory and related topics.

440. NUCLEAR PHYSICS. 4 hours

Spring Quarter.

Prerequisites: Physics 320 or Physics 310.

A study of natural radioactivity, interaction of radiation with matter, radiation measuring instruments and the detection of nuclear particles, plus a survey of the current state of experimental and theoretical nuclear physics.

450. QUANTUM MECHANICS. 5 hours

Winter Quarter.

Prerequisites: Physics 310 or 320, Mathematics 300, on consent of instructor.

Introduction to the quantum mechanics of one-dimensional systems. An introduction to Schroedinger's equation with emphasis being placed on solutions for one-electron atoms.

460. SOLID STATE PHYSICS. 4 hours

Spring Quarter.

Prerequisites: Physics 450 on consent of instructor.

An introduction to the physical properties of crystalline solids of the elements, their compounds and alloys. Emphasis is placed on electrical properties.

475-476-477. PHYSICS LABORATORY II. 1, 1, 1 hour

Fall, Winter, and Spring Quarters.

Required of fourth-year students majoring in Physics.

A continuation of Physics Laboratory 1.

480. PHYSICS LABORATORY—RADIOISOTOPES. 1 hour

Spring Quarter.

A laboratory course for students other than physics majors who wish to study the basic techniques of handling radioisotopes and some of the properties of these materials. Open to juniors and seniors who have a background of science courses.

490. FLIGHT INSTRUCTION. 3 hours

Prerequisite: Permission of Flight Instructor.

Introduction to the principles of flying in a small, fixed-wing aircraft. The student learns the principles of navigation, map and

compass reading, take-offs and landings, and will accrue several hours of solo flying. Special fees for students accepted for the R.O.T.C. Flight Instruction Program will be paid by the U. S. Army. Students not enrolled in the R.O.T.C. Flight Instruction Program will be required to pay special flight instruction fees.

DEPARTMENT OF PSYCHOLOGY

MAJOR IN PSYCHOLOGY

General Education Requirements:

Physical Education (Basic Military for Men)

English 101-102 or 105H

English 203-204 or 205-206

History 101-102

Political Science 101

Biology 101, 102, 320

Mathematics 106-111 or 113H

Language Requirements:

See Page 64.

Major Courses:

Psychology 101, 220, 300, 423, 453, 473, plus 15 hours of electives from the Psychology curriculum with approval of adviser.

No grade below C will be acceptable on any Psychology course presented to fulfill the requirements for a Psychology major. Either, but not both, Psychology 301 or 302 may be included in the major or minor. Either, but not both, Psychology 258 or 417 may be included in the major or minor.

Minor Field:

See Page 64.

Other Requirements:

Advanced Military Science (Men) (18 hours)

History 100*

Sociology 100 or 202, plus 10 hours to be chosen from the following: Bus. Adm. 151, Bus. Adm. 495, History 251 or 252,

Sociology, or any other course approved by adviser.

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195, including basic military science (for men) and physical education.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

MINOR IN PSYCHOLOGY

Psychology 101, 453, plus 15 hours elected from the Psychology curriculum.

COURSES OF STUDY

101. GENERAL PSYCHOLOGY. 5 hours

Must precede other psychology courses.

A study of human behavior, including motivation, emotion, learning, individual differences, development of personality, and behavior disorders. A general survey of the field of psychology.

220. INTRODUCTION TO STATISTICS FOR
THE BEHAVIORAL SCIENCES. 5 hours

This course recognizes the emphasis on and need for quantification in science. Elementary statistics as applied to behavior will be presented. A basic elementary course in statistics at a level which does not require a knowledge of calculus.

258. PSYCHOLOGY OF ADJUSTMENT. 5 hours

A course in mental hygiene, dealing with the appropriate and inappropriate reactions to frustration and stress and the solutions of conflicts, fears, and anxieties. Building emotional stability and preventing mental illness will be emphasized.

300. EXPERIMENTAL PSYCHOLOGY. 5 hours

Prerequisite: Psychology 220 or consent of Instructor.

This course is designed to introduce students to experimental methods as applied to behavior. Some basic statistical tools will be presented. Students will learn design of elementary experiments. Laboratory time will be spent implementing simple procedures.

301. CHILD DEVELOPMENT. 5 hours

A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Observation of children in public school required two hours weekly.

302. PSYCHOLOGY OF ADOLESCENCE. 5 hours

A study of the development of the human being from puberty through adolescence with emphasis upon general life problems facing youth during this period. Investigation will be made into the ways and means of helping youth to make proper adjustments to these problems.

305. EDUCATIONAL PSYCHOLOGY. 5 hours

Emphasis on learning, its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.

315. SOCIAL PSYCHOLOGY. 5 hours

A study of human relationships as applied to social activities, language, customs, propaganda, pressure groups, leadership and crowds.

320. PSYCHOLOGY OF LEADERSHIP. 5 hours

The characteristics of an effective leader will be studied and analyzed employing both a theoretical and an applied approach. Practical exercises designed to assess leadership potential will be used.

325. INTRODUCTION TO GERONTOLOGY. 5 hours

An interdisciplinary approach to the study of the process of aging.

333. PSYCHOLOGY OF LEARNING. 5 hours

An empirical and theoretical study of classical and instrumental conditioning, discrimination learning, the acquisition of complex skills, and response elimination or extinction.

343. THEORIES OF PERSONALITY. 5 hours

The biological and psychological foundations of personality will be studied. Emphasis will be placed on the integrated aspects of personality.

**410, 411, 412. PSYCHOLOGICAL READING
AND RESEARCH. 2, 2, 2 hours**

Prerequisite: Permission of Instructor.

417. MENTAL HYGIENE. 5 hours

An advanced course dealing with mental hygiene problems, especially of children and adolescents; problems of different stages of maturation adjustments in the home, school and play groups; and special needs in cases of retardation and delinquency.

420. PSYCHOMETRICS. 5 hours

A course designed to give the student an introduction to the essentials of psychological testing with experience in administering, scoring, and interpreting tests, including those of scholastic achievement, mental ability, scholastic aptitude, interest and personality.

423. PHYSIOLOGICAL PSYCHOLOGY. 5 hours

Prerequisite: 10 hours of Biology.

Personality is viewed as the integration of the morphology, physiological and psychological aspects of the organism. The relationship between the internal environment and such behaviors as food intake control, mating behavior, neural action, emotion, etc., will be considered.

**433. INDIVIDUAL PSYCHOLOGICAL TESTING:
WECHSLER-BELLEVUE METHOD. 3 hours**

Prerequisite: Psychology 420 or consent of Instructor

Training in the administration, scoring and interpretation of the Wechsler Scales. A minimum competency in the use of these scales for both children and adults is required but the major part of the practical work may be in the age range selected by the student.

453. ABNORMAL PSYCHOLOGY. 5 hours

Prerequisite: Junior standing.

This course presents various forms of abnormal behavior, with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.

**463. PSYCHOLOGICAL COUNSELING AND
PSYCHOTHERAPY. 5 hours**

Prerequisites: Psychology 453 and two additional psychology courses.

A study of the various methods employed in counseling and psychotherapy. These methods will be interpreted as they are applied in the treatment of both the "disturbed" and the "normal" individual.

473. HISTORY AND SYSTEMS. 5 hours

An integrative course emphasizing the origins and background of the science of behavior. Important contributors and their schools of thought will be studied. Relating these schools of thought to present systematic developments in psychology will be emphasized.

SOCIAL WORK PREPARATION

The Department of Psychology and the Department of Social Science cooperatively offer the courses considered essential in preparing one to do social work on a professional basis. The program also offers a good foundation for students planning for the Master of Social Work Degree. Students are expected to name either Sociology or Psychology as their major and the other as the minor.

The following courses constitute the program:

I. Psychology

(See the catalogue description of courses)

Psychology 101, 220, 258 or 417, 315, 343, 420, 325 (or 410 and 433), and 453.

II. Sociology

(See the catalogue description of courses)

The student should select forty (40) hours from the departmental offerings. Plans should include at least five (5) hours from the Sociology Reading Series.

DEPARTMENT OF SOCIAL SCIENCE

MAJOR IN SOCIAL SCIENCE

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204
History 101-102
Political Science 106-111 or 113H
Math. 106-111 or 113H
Psychology 101
Biology 101-102, 320

Language Requirements:

See Page 64.

Major Courses:

History Major—35 hours beyond World Civilization
Political Science Major—35 hours beyond American Government
Sociology Major—35 hours beyond Introduction to Sociology

Minor Field:

See Page 64.

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100*
History 103
English 205-206

Electives:

Students will offer specific approved elective courses to bring the total number of credit hours to at least 195. The electives will be determined by scores made on the examinations given at the completion of the sophomore year. Students will take work in areas of weakness as revealed by these tests.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAM IN SOCIAL SCIENCES

General Education Requirements:

Physical Education (Basic Military for Men)
English 101-102 or 105H
English 203-204
History 101-102
Political Science 101
Mathematics 106-111 or 113H
Psychology 101
Biology 101-102, 320

Language Requirements:

See Page 64.

Major Courses:

History Major—35 hours beyond World Civilization
Political Science Major—35 hours beyond American Government
Sociology Major—35 hours beyond Introduction to Sociology

Minor Field:

See Page 64.

Other Requirements:

Advanced Military Science (Men) (18 hours)
History 100*
History 103
English 205-206

Supporting Areas for *History*:

In addition to the degree requirements, the student is expected to complete twenty (20) hours of course work, distributed among at least three of the following areas: Anthropology, Sociology, Economics, and Political Science.

- A. Anthropology: 202 Cultural Anthropology, 5 hours.
- B. Sociology: 100 Introduction to Sociology, 5 hours.
- C. Economics: 151, 152 Principles of Economics, 10 hours.
- D. Political Science: 101 American Government, 5 hours.
205 Introduction to Political Science, 5 hours.

Supporting Areas for *Political Science*:

In addition to the degree requirements, the student is expected to complete twenty (20) hours of course work distributed among at least three of the following areas: Anthropology, Sociology, Economics, and History.

- A. History: 251, 252, 253 American History, 10 hours.
- B. Anthropology: 202 Cultural Anthropology, 5 hours.
- C. Sociology: 100 Introduction to Sociology, 5 hours.
205 Advanced General Sociology, 5 hours.
- D. Economics: 151, 152 Principles of Economics, 10 hours.

*This requirement can be satisfied by successful passing of an examination on American and Georgia history, administered by the Department of Social Science.

Supporting Areas for *Sociology*: At least twenty (20) hours from the following:

- A. Anthropology: 202 Cultural Anthropology, 5 hours.
- B. Economics: 151, 152 Principles of Economics, 10 hours.
- C. Political Science: 101 American Government, 5 hours.
205 Introduction to Political Science, 5 hours.
- D. History: 251, 252, 253 American History, 10 hours.

Professional Requirements:

Thirty-five (35) hours of professional training are needed to meet certification requirements. These courses are listed under the offerings of the Department of Education. The courses are:

- 204 Introduction to Education, 5 hours.
- 305 Educational Psychology, 5 hours.
- 311C Curriculum for the Secondary Schools, 5 hours.
- 421C Materials and Methods for Social Science in the Secondary Schools, 5 hours.
- 431C Student Teaching in the Secondary School, 15 hours.

MINORS IN SOCIAL SCIENCE

A minor in History consists of four courses beyond World Civilization.

A minor in Political Science consists of four or more upper-division courses.

A minor in Sociology consists of Sociology 100, 202, and one course in Sociological Literature. Twenty hours beyond Sociology 100.

COURSES IN HISTORY

100. SURVEY OF AMERICAN AND
GEORGIA HISTORY. 5 hours

This course is designed to satisfy the state law requiring that all students receiving degrees pass an examination in history of the United States and Georgia.

- 101, 102, 103. WORLD CIVILIZATION. 5, 5, 5 hours

A survey of world civilization from prehistoric times to the present.

251. AMERICAN HISTORY, 1492 to 1850. 5 hours

A survey of American history from discovery of the New World to 1850.

252. AMERICAN HISTORY, 1850 to 1920. 5 hours

A study of the history of the United States from the Compromise of 1850 to the Spanish-American War.

253. AMERICAN HISTORY, 1920 to Present. 5 hours

A study of the United States in the modern world.

311. HISTORY OF ENGLAND TO 1603. 5 hours

A study in the growth and development of England during the Medieval and Tudor periods.

312. HISTORY OF ENGLAND, 1603-1901. 5 hours

A history of England and the British Empire.

315. HISTORY OF THE FAR EAST. 5 hours

A survey of oriental history, with emphasis upon the role of Japan and China in world affairs during the nineteenth century.

401. SOCIAL AND INTELLECTUAL HISTORY
OF THE UNITED STATES TO 1830. 5 hours

The study deals with cultural and intellectual developments in America from the Colonial Period to 1830. Included in this course will be such subjects as European Heritage, The American Frame of Mind, New World Science, Republicanism, A New Kind of Revolution, and The Power of an Idea.

402. SOCIAL AND INTELLECTUAL HISTORY
OF THE UNITED STATES, 1830 TO
PRESENT.

5 hours

This course is an analysis of the social and intellectual currents in the United States from 1830 to the present. Included in the course will be discussions on such ideologies as Social Darwinism, The Agrarian Myth, Pragmatism, The Self Made Man, and American Socialism.

411. HISTORY OF LATIN AMERICA TO 1900.

5 hours

A study of the Hispanic political and economic institutions in the Latin-American colonies, the Wars of Independence and the development of the Latin-American republics in the twentieth century.

430. RUSSIAN HISTORY TO 1905.

5 hours

A survey of Russian history to 1905.

450. THE MODERN WORLD, 1850 TO
THE TWENTIETH CENTURY.

5 hours

A study of the social, economic, and political trends of the late nineteenth century.

451. THE MODERN WORLD, 1900 TO 1932.

5 hours

A study of the social, economic, and political trends of the early twentieth century.

452. THE MODERN WORLD, 1933
TO THE PRESENT.

5 hours

A study of the social, economic, and political trends of the world today.

HISTORY READING SERIES:

111, 112, 113.	READINGS FOR THE FRESHMAN YEAR.	1, 1, 1 hour
211, 212, 213.	READINGS FOR THE SOPHOMORE YEAR.	1, 1, 1 hour
391, 392, 393.	READINGS FOR THE JUNIOR YEAR.	1, 1, 1, hour
491, 492, 493.	READINGS FOR THE SENIOR YEAR.	1, 1, 1 hour

COURSES IN POLITICAL SCIENCE

101. AMERICAN GOVERNMENT. 5 hours

Fall, Winter, Spring and Summer Quarters.

An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our national government. The course includes a study of the national government in its relation to the states.

205. INTRODUCTION TO POLITICAL SCIENCE. 5 hours

A study of basic concepts of political science.

301. AMERICAN POLITICAL PARTIES
AND PUBLIC OPINION. 5 hours

An examination of the development, organization, operation and nature of American political groups and their role in the political process. An emphasis is placed on voting behavior, party finances, pressure groups, public opinion and electoral administration.

303. INTERNATIONAL RELATIONS. 5 hours

An analysis of the basic forces which govern the behavior of nations in their relations with one another. This study of world power conflicts, diplomacy and international cooperation is designed to acquaint the student with the basic issues and areas of conflict among the nations-state of the contemporary world.

305. THE AMERICAN CONSTITUTIONAL
SYSTEM. 5 hours

An examination of the development and nature of the American Constitution system through Supreme Court cases defining the interrelationships of the executive, judicial, and legislative branches and the relationships of the states to the national government.

306. AMERICAN STATE AND
LOCAL GOVERNMENT. 5 hours

An examination of the organization and functions of the state and its political subdivisions. Wherever possible the state government of Georgia will be studied for illustrative purposes.

308. GOVERNMENT AND POLITICS
LATIN AMERICA. 5 hours

An analysis of the political institutions and political processes of the Latin-American nations.

310. AMERICAN POLITICAL THEORY. 5 hours

Prerequisite: Political Science 101 and Junior standing.

An analysis of the ideas underlying government and politics in the United States through a survey of American political thought from colonial times to the present.

315. POLITICAL PHILOSOPHY. 5 hours

An analysis of ideas of selected western political philosophies from Plato to the Twentieth Century.

**401. COMPARATIVE GOVERNMENT:
MAJOR EUROPEAN POWERS. 5 hours**

An examination of the governments of Great Britain, France, Germany, and Russia with some attention to the smaller European nations. The organization and present operation of these governments will be compared with that of the United States.

**402. TWENTIETH CENTURY POLITICAL
THOUGHT. 5 hours**

An analysis of modern political thought with an emphasis on the doctrines of capitalism and communism.

404. PUBLIC ADMINISTRATION. 5 hours

An analysis of the theory, basic principles and practices of public administration in the United States through a study of organization, management, budgeting, personnel, administrative leadership and the characteristics of modern bureaucracies.

**405. GOVERNMENT AND POLITICS OF
THE SOVIET UNION AND THE
EASTERN EUROPEAN BLOC. 5 hours**

An analysis of the government and politics of the Soviet Union and the Eastern European Bloc.

**410 (a, b, c). DIRECTED READINGS IN
POLITICAL SCIENCE. 2-3 quarter hours**

This course is designed to provide an opportunity for independent study through directed readings in an area of the student's interest. Consent of the instructor. Offered on demand.

COURSES IN SOCIOLOGY

100. INTRODUCTION TO SOCIOLOGY. 5 hours

The student is introduced to the methods of human associations; the nature of culture, custom, belief, institution, etc., and its role in the development of society. A prerequisite to all other sociology courses.

202. CULTURAL ANTHROPOLOGY. 5 hours

A study of the cultural traits and patterns as revealed in human institutions. Cultural change, transmission, and diffusion will be considered. Some attention will be given to the origin of man and the races of mankind.

205. ADVANCED GENERAL SOCIOLOGY. 5 hours

A study of the social order emphasizing institutions, social classes, collective behavior, social movements, and associations.

225. SOCIAL PROBLEMS. 5 hours

A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.

301. URBAN SOCIOLOGY. 5 hours

A study of the modern city.

321. INTRODUCTION TO GERONTOLOGY. 5 hours

An interdisciplinary approach to the study of the process of aging.

SOCIAL WORK PREPARATION

The Department of Psychology and the Department of Social Science cooperatively offer the courses considered essential in preparing one to do social work on a professional basis. The program also offers a good foundation for students planning to study for the Master of Social Work Degree. Students are expected to name either Sociology or Psychology as their major and the other as the minor.

The following courses constitute the program:

I. Psychology

(See the catalogue description of courses)

Psychology 101, 220, 258 or 417, 315, 343, 420, 325 (or 410 and 433), and 453.

II. Sociology

(See the catalogue description of courses)

The student should select forty (40) hours from the departmental offerings. Plans should include at least five (5) hours from the Sociology Readings Series.

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- BIRDIE E. BELL (1966)*Assistant Professor of Physical Education*
 B.S., Alabama College; M.Ed., University of Arizona.
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 A.B., Bob Jones University; M.R.E., New Orleans Baptist
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 B.S.Ed., M.Ed., University of Georgia.
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 of Michigan, and University of Denver.
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 A.B., M.A., University of Alabama; Ph.D., University of
 Colorado; further study, Columbia University.
- JOE M. BROWN, Major, Artillery (1967)*Deputy Professor of*
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 B.B.C., University of Florida.
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- ROBERT G. BURSEY (1968)*Instructor in Biology*
 B.S., North Georgia College; M.S., Medical College of Geor-
 gia; further study, Oregon State University.
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 B.S., University of Georgia; M.A., Ed.S., Peabody College;
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versity of Georgia, and Vanderbilt University.
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North Georgia College
Dahlonega, Georgia 30533

Second Class
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Georgia
30533

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